

TOWN OF LOS ALTOS HILLS



GENERAL PLAN HOUSING ELEMENT UPDATE 2009

ADOPTED BY THE CITY COUNCIL ON NOVEMBER 18, 2010

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Housing Element

INTRODUCTION

501. The Town of Los Altos Hills offers a residential environment rare in the San Francisco Bay Area. Its semirural density, rolling terrain, dense vegetation, strong community stand on environmental protection and compatibility, and its adjacency to lands of the Mid-peninsula Regional Open Space District have resulted in a highly desirable location for residential development. This desirability, even with severe constraints to development such as extreme slopes, unstable soils, hydrologic hazards, and a minimal vehicular circulation system, has driven the cost of housing in the Town upward. Nonetheless, residential development, the only type of development allowed within the Town, is low in density and carefully sited into the land to ensure compatibility and harmony between residents and the environment. It is a setting, both natural and man-made, which makes Los Altos Hills distinct among its suburban-density neighbors to the north, east, and south.
502. In the mid-1950's Santa Clara County's trend of permitting development to over-burden the natural environment through higher densities and smaller lots served as a catalyst for the Town's 1956 incorporation. The County's pattern of development approvals was considered counter to sound stewardship of the land and its delicate resources. Then, today, and perceivably into the future it is the Los Altos Hills community's desire to preserve and maintain the rural atmosphere associated with its established residential areas.
503. In addition to the rural residential development allowed by the then newly incorporated community, the Town also allows uses accessory to rural residential style development such as small-scale crop and tree farming, keeping of horses and other domestic animals, and other agricultural pursuits compatible with the primary rural residential uses. The Town also encourages private and public park and recreational uses necessary to conveniently serve the residents, public and private schools, churches, fire stations, and community centers needed locally to serve Town residents. The goal in incorporation was to provide, amidst open spaces, residential uses and the minimum public and private facilities and services necessary to serve Town residents on a continuing basis. There are numerous constraints to development associated with the semirural community design.
504. Uses other than semirural residential, such as retail and medical services and employment centers, are readily available in adjoining, suburban communities, and their duplication in the Town, especially to serve a relatively small population, is unnecessary.

ROLE OF HOUSING ELEMENT

505. California has been a dubious leader in the fading of the “American dream” as the cost of land, construction, regulatory processes, and environmental protection have combined to make it the most expensive state in the nation in terms of housing costs. Several years ago the State Legislature took notice of this situation and made the following findings:
- “The lack of affordable housing is a critical problem which threatens the economic, environmental, and social quality of life in California”;
 - “California housing stock has become the most expensive in the nation”;
 - “Among the consequences of those actions are discrimination against low-income and minority households, lack of housing to support employment growth, imbalance in jobs and housing, reduced mobility, urban sprawl, excessive commuting, and air quality deterioration”; and
 - “Many local governments do not give adequate attention to the economic, environmental, and social costs of decisions which result in disapproval of affordable housing projects, reduction in density of affordable housing projects, and excessive standards for affordable housing projects.”¹
506. From these findings evolved a requirement that a housing element be a part of every general plan². As the general plan is “a comprehensive, long-term plan for the physical development of the county or city...”³, the housing element is “a statement of goals, policies, quantified objectives, and scheduled programs for the preservation, improvement, and development of housing”⁴.

HOUSING ELEMENT PLANNING PERIOD

507. This Housing Element Update supersedes Los Altos Hills’ 2002 Housing Element. The Update is intended to guide the Town’s policies and programs on housing for the 2009 to 2014 planning period.

¹ Excerpts from Article 10, Section 65589.5(a) of the California Government Code.

² Article 5, Section 65302 of the California Government Code identifies seven mandated general plan elements, which include land use, circulation, housing, conservation, open-space, noise, and safety.

³ Excerpted from Article 5, Section 65300 of the California Government Code.

⁴ Excerpted from Article 10.6, Section 65580 of the California Government Code.

LOCAL HOUSING ISSUES

508. The Town's desire to preserve a semirural environment does not preclude commitment to housing issues. Two such key issues identified in the Housing Element are opportunities for more affordable housing and the provision of housing for the Town's aging population.
509. After the adoption of the 1988 Housing Element, the renting of residential second units in Los Altos Hills was allowed. Because of their illegality in the past and in some surrounding communities, letting residents of Los Altos Hills know that second units are legal and encouraged is an important effort. Since legalized, second units have added significantly to the Town's existing and freely available housing stock. Residential second units continue to provide the Town an excellent source of more affordably priced housing, and the Town plans to continue promoting second units.
510. According to the 2000 Census, over a third of the Town's population consists of people over the age of 55, many of whom live in underutilized homes as younger household members relocate. Long-time elderly residents in particular tend to stay in their homes despite the burdens of maintaining large homes well beyond their physical needs. The housing needs of the elderly continue to be an important part of the Town's housing policy for years to come.

RELATIONSHIP TO THE GENERAL PLAN

511. The 2009-2014 Housing Element is one of the eight elements of Los Altos Hills' comprehensive General Plan. The Plan consists of the following elements: Land Use; Conservation; Open Space & Recreation; Pathways; Noise; Safety; Circulation; and Housing.
512. The Housing Element builds upon the other General Plan Elements and is consistent with the policies set forth in those elements. For example, the Land Use Element emphasizes low density residential, hillside protection, and green building strategies. Whenever any Element of the General Plan is amended, the Housing Element will be reviewed and modified, if necessary, to ensure continued consistency between elements.

PUBLIC PARTICIPATION

513. Government Code 65583(c) (B) requires that the Town "make a diligent effort to achieve public participation of all economic segments of the community in the development of the housing element". The public outreach strategy in Los Altos Hills has been formulated in consideration of the fact that the Town is small and is overwhelmingly comprised of private residents. Public outreach in support of the Housing Element Update included:

- Formation of a Housing Subcommittee to guide staff during the Update Process
 - A Community Workshop to gather input from residents and interested parties
 - A housing community input form mailed to every household in the Town
 - A Second Unit survey mailed to every household in the Town
514. **The Housing Subcommittee was appointed by the Town Council and included two members of the Town Council and two Town residents that were identified by the Town as having special knowledge of the community and its housing issues. The Subcommittee met six times to discuss and update goals, policies and programs that focus on meeting the Town’s current housing needs. The Subcommittee reviewed surveys and other public input. The group will address comments by the State Department of Housing and Community Development (HCD) and will forward their recommendations to the Town Council for incorporation in the document.**
515. **Town staff hosted a Public Workshop in March 2009 to gather further input from residents. Following an informative presentation, members of the public described their priorities in housing for Los Altos Hills. Residents described interest in more housing options so residents could stay in the community when elderly or in a time of personal financial uncertainty. There was discussion about the importance of preserving Los Altos Hill’s unique semirural character. Attendees espoused the important role of second units in providing more housing options while maintaining residential, semirural character, and discussed ways to further encourage their development.**
516. **A Public Comment Card was mailed to all property owners to capture input from residents who may not appear at a public workshop. The Public Comment Card provided brief background on the Housing Element Process and asked qualitative questions such as:**
- *What do you see as the greatest strengths of Los Altos Hills’ housing and community?*
 - *What do you think are the most pressing housing issues facing Los Altos Hills?*
 - *How do you think the Town should address housing issues in the Housing Element?*
517. **The 2009 Second Unit Survey was mailed to all property owners within the Town limits in February 2009. This mailing served to obtain updated information on second units such as number of new permitted units, rental rates, etc., as well as to elicit comments on other programs under considerations in the 2009 Housing Element such as the density bonus programs and interest in permitting non-conforming units and/or in the development of secondary units. The Survey followed up a very successful 2002 Second Unit Survey that helped the City identify progress on that affordable housing typology. The Survey also served the double purpose of informing residents that Second Units are both legal and encouraged in Los Altos Hills. Results from the Public Comment Card and Second Unit Survey are included in Appendix B and D.**

518. The Draft will be revised in response to comments received on the Draft Housing Element from the State Department of Housing and Community Development (HCD). The Draft 2009 Housing Element will be posted on the Town's Web Page to allow all residents and interested parties the opportunity to view online and direct comments to City staff accordingly.
519. Prior to adopting the Housing Element, the Town will post the revised Draft Housing Element and hold public hearings by the Planning Commission and City Council. The public hearing schedule is incorporated in the Housing Element and the hearings will be advertised in newspapers and posted on the Town Web Page.

ORGANIZATION OF THE HOUSING ELEMENT

520. The Housing Element consists of the following major components:
- A summary of the Town's existing and projected housing needs;
 - An assessment of the land, financial and administrative resources available to address Los Altos Hills' housing needs;
 - A Housing Plan to address the Town's identified housing needs including housing goals, policies, and programs; and
 - A Technical Background Report consisting of a detailed housing needs assessment, an analysis of constraints to housing production and affordability, and an evaluation of the Town's progress in implementing the housing programs established in the 2002 Housing Element.

DATA SOURCES

521. Various sources of information are used to prepare the Housing Element, including:
- 2000 Census data. Although dated, it remains the most comprehensive and widely accepted source of demographic information.
 - Population and housing counts from the State Department of Finance
 - Housing market information from newspaper and internet rent surveys and DataQuick sales transactions
 - Association of Bay Area Governments (ABAG) Projection 2007 and ABAG's Regional Housing Needs Determination (May 1, 2008) provides demographic projections and information on future housing needs;
 - Comparative data for income levels for various groups is provided by the Comprehensive Housing Strategy, 2000;
 - Various City documents, including Zoning Ordinance and the General Plan.

EVALUATION OF THE 2002 HOUSING ELEMENT

522. As noted, this Housing Element represents an update to the Town's 2002 Housing Element. The 2002 Element's goals centered on efforts to provide for additional housing opportunities while at the same time preserving the Town's semirural residential environment and natural setting. Two such key issues were identified as opportunities in the 2002 Housing Element; opportunities for more affordable housing and the provision of housing for the Town's aging population. The 2002 Housing Element reflects an eagerness to promote second units, an affordable housing type that maintains the character of Los Altos Hills, and attention to the housing needs of the elderly, a major housing challenge for Los Altos Hills. In developing this Housing Element Update, an assessment of the 2002 Element was conducted, the purpose of which was to identify those aspects of that Element which were successful or continued to demonstrate promise and to eliminate or revise those components which did not yield the desired results.
523. The Town has successfully implemented a number of the programs outlined in the 2002 Element. The success of these programs has resulted in:
- **The development of 34 new residential second units between 2002 and 2006;**
 - **Rezoning 95 lots in the Town's Sphere of Influence, more than half of which are less than one quarter acre in size.**
 - **Waiving the housing fee (currently \$1,150) for all residential secondary units;**
 - **Maintaining an inventory of secondary units and providing monthly and yearly updates on the construction of secondary units;**
 - **Amending the Zoning Ordinance to allow board and care facilities for six or fewer residents and transitional housing;**
 - **Providing information to the Town residents about Community Development Block Grant funds for housing rehabilitation loans for lower income households on the Town website;**
 - **Completion of an inventory of vacant and underdeveloped lands suitable for residential development;**
 - **Updating the 2001 Secondary Survey in February 2009 as a method of monitoring the success of the secondary unit program in meeting regional fair share requirements.**
524. Several items are still in the process of implementation:
- **Modification of the Zoning Ordinance to allow employee housing on institutional properties.**
 - **Making available additional information on topics such as the benefits of undergrounding utility lines, secondary unit information, updates on the construction of new units and rehabilitation of existing residential units, the benefits of brush and weed abatement, and hydrant upgrade requirements.**

525. Some programs outlined in the 2002 Element were not adopted:
- **Adoption of a density bonus ordinance in conformance with State law to encourage affordable or senior housing**
 - **Establishing procedures for review of new residential developments to ensure ADA compliance, where applicable.**
526. Appendix E to this Element provides an in-depth, program-by-program discussion of the 2002 Element's implementation.
527. Those goals, policies, and programs found successful, potentially successful, and effective which were developed as part of the 2002 Housing Element have been carried forward either wholly or partially into this Element to continue those efforts. Likewise, those goals, policies, and programs of the 2002 Element found to be unproductive in terms of the Town's overall housing goals were not carried forward.
528. Los Altos Hills exceeded their ABAG Regional Housing Needs Allocation in the 2002-2006 planning cycle, and came close to meeting its residential unit construction objectives⁵. The results show that Town efforts to promote second units are working well, producing units at the low and very low affordability levels. The Town's single family residential production surpasses Regional Housing Needs Allocation targets in the above moderate category. While the above moderate, low, and very low-income categories are exceeded, the moderate category is the most difficult to reach in Los Altos Hills. It can, of course, be assumed that the surplus production at the low and very low categories are at least available the seekers of moderate income residential units, which would exceed the RHNA allotment for the moderate category.

Residential Unit Type	2002-2006 ABAG Regional Fair Share	Actual Residential Permitting 2002-2006
Very Low	10	17
Low	5	8
Moderate	15	4
Above Moderate	53	97
Total	83	126

⁵ The breakdown of units permitted or built among affordability categories was based on overall home prices in Los Altos Hills as well as the 2009 Second Unit Survey. Accordingly, second units were primarily split between the very low and low categories, which a few in the moderate category. The Second Unit Survey reported that about one third of occupied units do not currently charge rent. It is assumed that other types of residential construction fall into the above moderate category, given the high average home prices in the community.

POPULATION, HOUSING AND EMPLOYMENT TRENDS

529. A snapshot of population, housing and employment trends reveals:

- The Town has a vacancy rate of 2.7 percent, reflecting a very stable housing stock and indicative of low residential mobility.
- The Town continues to grow at a relatively slow pace, due in part to a limited supply of easily and inexpensively developable land;
- The Town's population, like that of the region and nation, is aging, and the Town's median age is higher than the County and State;
- The Town's household income is among the highest in the County and State;
- There are no homeless individuals counted in Los Altos Hills in the most recent County Homelessness Survey;
- There is minimal occurrence of poverty, overcrowding, or unemployment within the Town;
- Most of the Town's households are made up of families;
- The Town's housing stock is in excellent condition;
- The value of the Town's housing stock is extremely high.

530. Many of the Town's residents specifically select Los Altos Hills as their place of residence, despite higher housing costs and fewer housing options than surrounding communities. The environment in which the Town is set has been carefully preserved and cultivated over the years. Preserving the **natural** landscape is a high priority for many residents. Land prices are very high, home prices are high, and the setting is semirural in nature. Working within these factors is the unique challenge for the planning staff, Housing Element Subcommittee, and the Housing Element document itself.

DEMOGRAPHICS

531. The data in the table below provides a demographic profile of the Town's community. Further analysis is found in subsequent sections.

Table 1			
Selected Population and Household Characteristics (1990 - 2000 + 2007 estimated)			
	Los Altos Hills	County	State
Total Population 2007(estimated)	8,360	1,731,281	36,457,549
Total Population 2000	7,902	1,682,585	33,871,648
Total Population 1990	7,514	1,497,577	29,760,021
Percent Change 1990-2000	5.10%	12.30%	13.80%
Percent change 2000-2007	5.8%	2.9%	7.6% %
Age Composition - 2000			
Under 18 years	23.50%	24.80%	27.30%
18-54 years	43.20%	57.90%	54.30%
55+ years	33.3%	17.60%	18.30%
Median Age - 2000	46.70	34.00	33.30
Racial Composition - 2000			
White	73.30%	44.20%	46.70%
Hispanic or Latino	2.20%	24.00%	32.40%
African American	0.50%	2.6%	6.40%
Native American	0.10%	0.30%	0.50%
Asian/Pacific Islander	21.10%	25.70%	11.10%
Other/Two or more races	2.80%	3.20%	2.80%
Mean Household Income- 2005	\$269,000	\$97,900	
Median Household Income - 2000	\$173,570	\$74,335	\$47,493
Median Household Income - 1990	\$115,851	\$48,115	\$35,798
Average Household Size - 2000	2.86	2.92	2.96
<i>Source: U.S. Census Bureau 1990 & 2000 Census & 2007 Census estimates; 2005 ABAG Projections</i>			

Population Growth

532. The Bureau of the Census found the Town's population grew from 7,514 in 1990, to 7,902 in 2000, reflecting an increase of 5.1 percent. The State Department of Finance Population Estimates show a 2007 population of 8,360, for a total growth of 5.8 percent between 2000 and 2007 (part of this population increase can be accounted for by the annexation of the West Loyola area).

Age Characteristics

533. The 2000 median age of the Town's residents is 46.7 years of age, an increase of 2.4 years from 1990 when the median age of residents was 44.3 years. In the decade prior, 1980 to 1990, the median age increased by a notable 6.7 years, which the 1998 Element explained "may be attributable to the greater cost of housing in the Town than other areas of the County, which likely precludes some younger, less affluent households from moving into the community. The largest age segment of the Town's population consists of residents under the age of 18, which comprise about 23.5 of the Town's population. Residents 45-54 years of age make up 20 percent of the Town's population. Residents 55 years or holder make up 33.3 percent of the population, compared to around 18 percent for the County and State.
534. While the Town's population continues to age, increased demands will be placed on senior social and health services provided by the Town, County, State, and Federal governments. The overall aging of the population will also place demands on the type of housing developed or rehabilitated within the Town, especially to meet the needs of older, potentially less mobile individuals.

Ethnic Diversity

535. The Bureau of the Census found the Town's population in 2000 to be predominantly White (73.3%). Asian and Pacific Islanders comprise 21.1 percent of the Town's population. Other categories tabulated included Hispanic or Latino (2.2%), Black (0.5%), Native American (0.1%), and other (2.8%). The Town is less diverse than Santa Clara County as a whole though the Asian population has grown significantly over the last couple decades.

HOUSEHOLDS AND RESIDENTIAL UNITS

536. The data in the table below provides a housing profile of the Town's community. An analysis of the data presented in the table is provided in the following sections.

Table 2 Selected Housing Characteristics (1990 and 2000)			
	Town	County	State
Total Households – 2000	2,740	585,863	11,502,870
Total Housing Units – 1990	2,682	540,240	11,182,882
Total Housing Units – 2000	2,816	579,329	12,214,549
Median Year Homes Constructed	1965	1968	1967
Percentage of Units Owner Occupied – 2000	93.8%	58.5%	56.9%
Vacancy Rate – 2000	2.7%	2.3%	7.41%
Housing Values and Costs – 1990			
Median Housing Value	\$1,000,000+	\$422,600	\$198,900
Median Contract Rent	\$1,646	\$1,114	\$677
<i>Sources: U.S. Census Bureau, 1990 and 2000 Census</i>			

Number of Households

537. The Census Bureau found there were 2,740 households in the Town in 2000, a 134 household increase from 2,606 households reported in the 1990 Census. Of the 2,740 occupied housing units in Los Altos Hills, 2,571 are owner occupied and 169 are renter occupied.
538. Beyond 2000, households in the Town and its Sphere of Influence are expected to increase, but at an even slower rate. In the publication *Projections 2007*, ABAG estimates the number of households in the Town and its Sphere will increase from the 2000 figure to a projected 3,130 households by the year 2020, representing an annualized increase of 0.7 percent during this period. The slowing increase in the number of new households is directly linked to the diminishing supply of new housing, which in Los Altos Hills is due to build out of the vacant land inventory, sewer capacity constraints and substantial environmental constraints to development.

Household Size

539. The Census Bureau found there to be 2.86 persons per household in 2000, a very slight decrease from 1990 where there were 2.88 persons per household. The decrease in household size during that ten years period is contrary to ABAG's *Projections 2007* that expected an increase in the Town's household size from 1990 to 2000 and beyond.

Families

540. According to the Census Bureau in 2000, 2,340 of the Town's 2,740 households were defined as family households while 400 were classified as non-family households. Approximately 92 percent of the families are married couple families, and nearly 40 percent of all families have children under 18. The latter statistic represents a significant decrease from 1990 Census data, when it was reported that nearly 79 percent of all families in the Town had children under 18.

RESIDENTIAL UNIT TYPES AND OCCUPANCY

541. In 2000 the Town had a total of 2,815 residential units, an increase of 133 units from 1990 when 2,682 residential units were recorded by the Census Bureau. A yearly average of 25 new single family residences were added to the Town's housing stock during this period. This is similar to the yearly average of 26 new units during the 1994 to 2001 cycle. This count includes both single family residences and second unit construction. It is possible that planning and building permits will decline in this planning period due to the real estate market downturn.
542. Nearly all of the Town's residential units are detached single family residences, essentially the only type of construction permitted by the zoning code. The 2000 Census reported 3,060 detached housing units in Los Altos Hills, including 6 mobile homes and 32 attached units. The Town's legalization to rent and encouragement of second units increased the number of such units approved and constructed. The 2009 Second Unit Survey indicated significant interest in constructing second units on individual properties.
543. There are also two convents located within the Town's boundaries – Daughters of Charity and Poor Clares. The Census identifies these convents as group quarters rather than as housing units, however, they do provide housing for approximately 125 people (85 at Daughters of Charity and 40 at Poor Clares) and the Town recognizes this unique contribution of housing to the region.

Vacancies

544. According to the Census Bureau, only 76 of the 2,816 residential units were vacant in 2000, resulting in an overall vacancy rate of 2.7 percent. Of the 76 vacant units, 14 were vacant due to their use as seasonal or vacation residences, resulting in an even lower vacancy rate for those units intended for year-round habitation (2.2%). None of these figures include the two convents. The 2000 vacancy rate was lower than desirable vacancy levels to accommodate residential mobility. The 2000 vacancy rate came on the heels of extraordinary growth in the housing market in the late 1990's in Santa Clara County.

Tenure

545. According to the Census Bureau, the Town of Los Altos Hills had 2,740 occupied residential units in 2000, of which 168 (6.1%) were occupied by renters and 2,572 (93.9%) were owner occupied. The Town's housing stock currently provides housing for 7,837 residents. Approximately 425 of these residents reside in a renter occupied unit while 7,412 inhabit owner occupied units. The average household size for renter occupied units was 2.53 persons per household, which is below the average household size of 2.88 persons for owner occupied units. Both these averages are below the County's average household sizes of 3.00 and 2.80 for owner occupied and renter occupied units respectively.
546. 2000 Census data suggest that almost 27 percent of all owner occupied units in Los Altos Hills are owned by elderly householders (over 65 years of age). In contrast, only 7.4 percent of owner occupied units in the County are owned by the elderly.

Overcrowding

547. The 2000 Census reported 2,740 occupied units in Los Altos Hills, of which approximately 14 (0.5%) residential units were classified as being overcrowded. All of the households classified as overcrowded were renter occupied. By definition, an overcrowded unit is defined as a unit occupied by more than one person per room (excluding the kitchen and the bathrooms). By comparison, the incidence of overcrowding in Santa Clara County as a whole was much higher in 2000, estimated at 14.4 percent, a 3.5 percent increase since 1990.

HOUSEHOLD INCOME

548. According to the 2000 Census, Los Altos Hills had a median household income of \$173,570, more than twice the County median of \$74,335. Mean and median household incomes for Los Altos Hills have historically been significantly higher than the County as a whole; this disparity between Los Altos Hills and the County increased slightly between 1990 and 2000. The 2007 ABAG projections estimate the 2010 Los Altos Hills median income at \$279,600. ABAG predicts the Town and its Sphere's mean income will continue to be the highest in the County until 2020, when they project a mean household income (in constant 1995 dollars) of \$302,400.

Income Groups

549. The United States Department of Housing and Urban Development defines five income groups, as follows:
- *Extremely Low Income*- Households earning up to 30 percent of the regional median household income.
 - *Very Low Income* – Households earning up to 50 percent of the regional median household income
 - *Low Income* – Households earning up to 80 percent of the regional median household income
 - *Moderate Income* – Households earning between 80 percent and 120 percent of the regional median household income
 - *Above Moderate Income* – Households earning above 120 percent of the regional median household income
550. According to ABAG estimates for 2000, based on information developed by the Census Bureau, the Town of Los Altos Hills was made up of approximately 12.6 percent very low income households, 5.9 percent low-income households, 8.3 percent moderate income households, and 63.8 percent above moderate income households.

Poverty Level

551. Poverty level, as defined by the Federal government, is adjusted annually and measures not only income levels, but also family size, number of children, and the age of the family householder or unrelated individual. According to the Census Bureau, for 2000, 3.9 percent of the Town's total population was below the poverty level, totaling 311 individuals. There are 52 Los Altos Hills families below the poverty level, representing 2.2 percent of families. Data from the Comprehensive Housing Affordability Strategy (CHAS) reports that of the 114 households considered extremely low income, 45 are renters and 69 are owners.

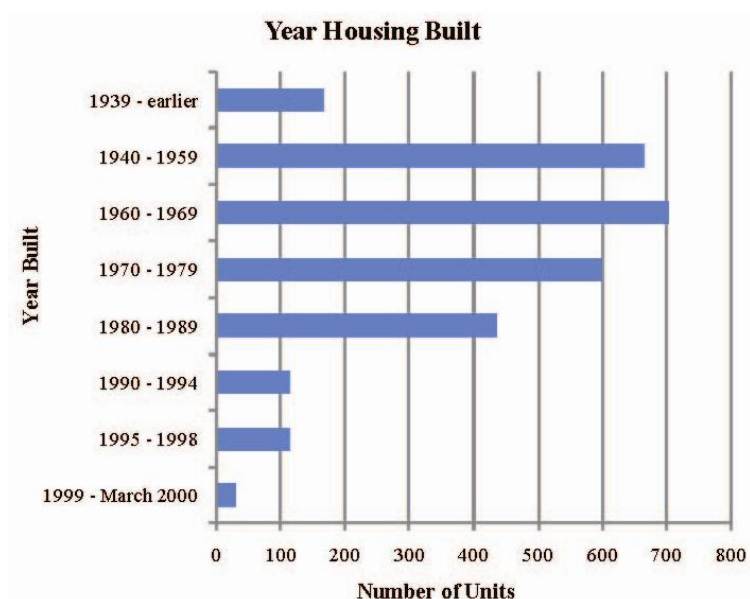
Households Overpaying for Housing

552. Housing is generally the greatest single expense for California families. Due to differing family income levels and sizes, it is difficult to set a specific maximum percentage of income a household should devote to housing. Generally, a household should not contribute more than 30 percent of its income to housing in order to prevent sacrificing other necessary expenditures. Devoting a sum greater than 30 percent (depending on family size and income) of a household's income can result in hardship and difficulty in providing other necessary goods and services. Severe overpaying occurs when households pay 50 percent or more of their gross income for housing. Statewide, the impacts of high housing costs tend to fall disproportionately on extremely low, very low, and low-income households, especially renters. Higher-income households may choose to spend greater portions of their income for housing whereas the cost burden for lower-income households reflects choices limited by a lack of a sufficient supply of housing affordable to these households. Data from the Comprehensive Housing Affordability Strategy (CHAS) shows that among lower income households, 216 households are considered to be overpaying for housing. Seventy five of lower income households overpaying are renters and 141 are owner-occupied.
553. The 2000 Census reported 2,668 occupied residential units in Los Altos Hills, of which 2,465 (93.9%) were owner occupied. Among renter occupied households, 30.5 percent spent less than 25 percent of their income on rent, down from 65 percent in 1990, while 15.8 percent use between 25-34 percent of their income.
554. Of the 2,465 owner occupied housing units, 55.3 percent spend less than 25 percent of their income on housing payments, 16.8 percent pay between 25-35 percent, and 26.6 percent pay more than 35 percent of their income on housing. For those with a mortgage, only 42 percent are spending less than 25 percent of their income on mortgage payments, and 35 percent are paying over 35 percent.
555. On the topic of overpaying for housing, it is important to note that the Town of Los Altos Hills has become a very desirable place to live. With limited supply of housing, and strong demand, basic economics dictate high prices. Many households choose to pay more than the standard allocation of household income for housing for the opportunity to live in the Town, even with the availability of less costly housing in nearby communities.

Housing Stock

Age of Housing Stock

556. The 2000 Census indicates most of Los Altos Hills' housing stock was primarily constructed during 1940-1980, similar to the entire County's stock. Approximately 70 percent of the Town's housing stock was built after 1960. An additional 24 percent of the Town housing stock was constructed between 1940 and 1960.



Incomplete Plumbing

557. The 2000 Census reported that all residential units in Los Altos Hills have complete plumbing. Incomplete plumbing usually refers to a lack of running water or flushing toilet and is sometimes associated with substandard rural housing.

Housing Unit Value

558. The Bureau of the Census defines the value of a housing unit as the respondent's estimate of the current dollar worth of the property if the unit is owner-occupied, or the asking price if the property is vacant (excluding rental units). Within the community of Los Altos Hills, 90 percent of all housing units were valued at \$1,000,000 or more in 2000. The 2000 Census listed a median home value for single family homes in Los Altos Hills at \$1,000,000 and today the range is estimated from \$3 million - \$3.9 million. A brief survey of listed vacant units on the market in January 2009 turned up a median asking price of \$3,985,000 with a median size of 4,641 square feet. The Town's median home prices have historically been much higher than the County median. There is only a very small rental market in Los Altos Hills; about six percent of homes are renter occupied, including second units, rooms for rent, and whole homes for rent.

559. The housing and land values in the Town owe much to the Town's semirural, quiet setting not readily available elsewhere on the San Francisco Peninsula as well as its access to area destinations.

LABOR FORCE

Employment Composition

560. According to the Bureau of the Census, the Town of Los Altos Hills had a labor force of 3,711 people in 2000, 98.2 percent of whom were employed and 1.8 percent of who were not. ABAG's *Projections 2007* estimates there are 3,870 employed residents in the Town and Sphere of Influence in 2005, and that this amount will increase to 5,440 by the year 2030.
561. The industries which employ a majority of Los Altos Hills' residents are manufacturing (23%), education, health and social service (22%), and professional scientific, management, administrative, and waste management services (21%). The Town is in proximity to Silicon Valley's electronics industries, as well as to six different institutions of higher education, including Stanford University, San Jose State University, and the University of Santa Clara.

Employment Location

562. Because the Town is nearly completely residential in makeup, nearly all of Los Altos Hills' employed labor force commutes outside the Town's corporate boundaries to the work place, except the 10 percent who reported working at home in the 2000 Census. Of those who commute, 97 percent drive, 87 percent in single occupancy vehicles. About 64 percent of commuting workers traveled 20 minutes or more in each direction. For those employed within the Town's corporate limits most operate at-home businesses, or are employed by at-home businesses, or are employed by the several schools within the Town's corporate boundaries. There are no retail, business, or industrial employment centers located within the Town's corporate limits.

Employment Projections

563. In *Projections 2007*, ABAG projects the number of employed residents of Los Altos Hills and its Sphere will increase from 4,475 in 2000, to 5,440 in the year 2030. The Town itself does not allow any traditional retail, business, or service uses which would normally be the source of new employment growth. One potential generator of employment growth, and a generator for which there are no known reliable statistics or reporting mechanisms, is household domestic workers. Some of the individuals employed as domestic workers are provided housing by their employers either within main residences or within detached guest quarters or residential second units.

HOUSING NEEDS

564. It is evident from the preceding section of this Element that the Town has little localized unmet housing need. The Town does not allow any retail, service, or industrial uses which would generate employment, and in turn, demands for new housing, so the Town does not by itself generate a demand for housing. Rather, demand for housing is generated beyond the Town's limits, along the San Francisco peninsula, Silicon Valley and in the East Bay.
565. Although there is an absence of localized housing need, the Town is required to participate along with the balance of the region in addressing regional housing needs.
566. The Association of Bay Area Governments (ABAG) is charged by the Legislature to determine the region's⁶ overall housing needs, particularly for households of moderate income and below, and to allocate to each county, city, and town a "fair share" of that regional need. For the Town of Los Altos Hills, ABAG determined there to be a need for 81 additional residential units in the Town and Sphere to meet the Town's share of the regional need⁷ for the period of 2007-2014.
567. In making its projections, ABAG refined the estimated need into the four household income categories discussed earlier in this Element, as follows:

Table 3 Housing Fair Share Allocation by Income 2007-2014			
Income Category	2009 Income (4 person HH)	Regional Fair Share	% Regional Fair Share
Very Low Income	\$53,050	27	33%
Low Income	\$84,900	19	24%
Moderate Income	\$126,600	22	27%
Above Moderate Income	>\$126,600	13	16%
Total		81	100%

568. The California Government Code requires the Town to develop a Housing Element which establishes goals, policies, programs, and quantifiable objectives designed to ensure that the regional fair share is met. It can be presumed that 50 percent of very low-income households qualify as extremely low income households, which would be about 13 households with an income less than 30 percent of area mean income.

⁶ The Association of Bay Area Governments includes the Counties of Sonoma, Marin, Napa, Solano, Contra Costa, Alameda, San Mateo, and Santa Clara, and the City and County of San Francisco

⁷ Source: *Housing Needs Plan*, June 2008, Association of Bay Area Governments.

SATISFACTION OF REGIONAL FAIR SHARE

569. Review of Town records indicates that from 2002 through 2006 there were 92 applications for new single family detached residential units reviewed and approved, compared with 137 applications between 1998 and 2002. It is reasonable to assume that all of the new units constructed were within a price range affordable only to households classified as being “above moderate income.”
570. In 1989, the Town removed prior restrictions on the construction and occupancy of residential second units; thereby making them part of the Town’s available rental housing stock⁸. Prior to that action, residential second units could not be rented and could only be occupied by relatives of or by individuals retained by property owners for on-site custodial and housekeeping activities. That action alone increased the number of residential units available for rent by more than 400, based on a conservative use of information derived from the Town’s 2002 Residential Second Unit Survey.
571. **The Town conducted a new Second Unit Survey in 2009 to identify the number of existing residential second units and monitor the success of the secondary unit program in the production of affordable rental housing, as well as to gauge community interest in the development of additional residential second units. The complete results of this survey are included in Appendix B of the Element.**
572. **The 2009 Survey was delivered to each of the Town’s 2,850 households, 1,043 of which returned it, representing a 37 percent return rate. One of the questions posed in the survey addressed the amount of rent charged for residential second units. Four rental ranges were provided from which to choose, with the ranges selected because they closely matched the level of rent defined as affordable to households of very low, low, moderate, and above moderate incomes. The survey results on second unit rents are presented in Table 4.**

Table 4			
RENT RANGES FOR RESIDENTIAL SECOND UNITS			
Income Category	Rental Range	Rent Distribution for all units surveyed	Rent Distribution for post 1999 units surveyed
Extremely Low/ Very Low	No rent or Rent <\$800	50%	85%
Low	Rent = \$800 - \$1,200	24%	2%
Moderate	Rent = \$1,201 - \$1,800	12%	11%
Above Moderate	Rent = \$1,801 - \$2,500 or > \$2,500	14%	2%

⁸ Residential second units cannot be sold and owned separately from the primary residential unit.

573. It should be noted approximately 52 percent of all respondents with second units did not provide information on rent charges. Many respondents indicated that at the time of the survey no rent was charged for occupied residential second unit. It should also be noted that, based on 2009 income limits set by the State Department of Housing and Community Development, the response on rental ranges indicates that approximately 50 percent of the Town's second units would be affordable to "extremely low to very low" income households (up to \$800 per month), 24 percent to "low" income households (up to \$1,200 per month), 12 percent to "moderate" income households (up to \$1,800 per month) and the remaining 14 percent to "above-moderate" income households (in excess of \$1,800 per month).
574. The second unit survey collected information on the general age of the unit, allowing staff to assess any differences in the rent structure on newer units. Of the 174 survey respondents with a second unit, 45 had units built after 1999 (built within the last ten years). As indicated in Table 4, the rent distribution on these newer units is actually more affordable, with 85 percent renting at ranges affordable to extremely low to very low income households.
575. The 2009 survey further indicates that 174 existing residential second units, and perhaps as many as 470 units (as the 1,043 responses represented a 37 percent response rate), were legalized by the Town's second unit ordinance adopted in 1988. The 2002 survey indicated at least 200 residential second units existed.
576. Town records of building permits issued from 2002 – 2006 show that an additional 34 residential second units have been constructed. The number of new second units account for 27 percent of all new residential units constructed during this period, up from 21 percent of all residential units constructed during the previous planning period. Based on percentages derived from the 2009 second unit survey, Table 5 distributes the new second units approved between 2002 and 2006 by income category.

Table 5 Distribution of <u>Residential Second Units</u> by Income Category 2002 - 2006	
Income Category	# of Units
Very Low Income	17
Low Income	8
Moderate Income	4
Above Moderate	5
Total	34

577. Add to the preceding the 92 new primary single family detached residential units approved between 2002 and the end of 2006 and the following results:

Table 6 Distribution of <u>All Residential Units</u> by Income Category 2002 - 2006		
Income Category	2002-2006 ABAG Regional Fair Share	2002-2006 Actual Residential Permitted
Very Low Income	10	17
Low Income	5	8
Moderate Income	15	4
Above Moderate Income	53	97
Total	83	126

578. Los Altos Hills met its overall 2002-2006 regional housing needs allocation of the 2002 Housing Element, producing enough very low, low, and above moderate income units, but falling slightly short in the moderate income category. However, the Town exceeded the very low and low income categories by a total of 10 units. It came much closer in the 2002 cycle than in the previous cycle, partly because ABAG significantly adjusted the Town's regional share of housing needs for the 1999-2006 cycle to more accurately reflect that Los Altos Hills is a non-employment generator in the region. During 2002 to 2006, the Town produced an average of about 25 housing units each year, including an average of about 7 second units per year. Given its rate of construction in the last planning period, it is reasonable to assume the Town will be able to meet its regional housing need allocation during the 2007-2014 cycle through its second unit housing program, particularly if it can slightly increase its rate of production of second units to continue providing ample units affordable to moderate income categories and below. During the January 2007 to December 2009 Housing Element "gap period," the Town has already produced 85 new residential units, 21 of which are second units providing affordability to lower and moderate income households (refer to Table 8, Residential Unit Construction Objectives in the final section of the Housing Element). In addition to being on track to meet its regional housing needs allocation, the Town has expanded its Programs to include other measures to assist in the development of affordable housing and to provide a greater variety of housing opportunities in Los Altos Hills.

POPULATION GROUPS WITH SPECIAL NEEDS

579. State Housing Element Law⁹ requires “an analysis of any special housing needs, such as those of the elderly, persons with disabilities, large families, farmworkers, families with female heads of households, and families and persons in need of emergency shelter.”

Table 7 Special Needs Groups			
Special Needs Groups	Persons	Households	Percent*
Large Households**		319	11.3%
Renter		19	5.96%
Owner		298	93.42%
Seniors (65+)	1342		16.98%
With a disability	286		21.31%
Senior Households**		737	26.7%
Renter		24	3.26%
Owner		713	96.47%
Seniors living alone		134	4.76%
Persons with Disability	743		9.7%
Female-headed Households		125	4.44%
With related children		51	40.8%
Farmworkers***	14		0.18%
Total Persons/ Household	7902	2816	

Source: 2000 Census (unless otherwise noted).

* Numbers in () reflect the % of the special needs group, and not the % of the Town Population / Households

** Source: socds.huduser.org/chas/reports

*** Persons employed in Farming, Forestry or Fishing Occupations

Large Household: 5 persons or more

Elderly Persons

580. Statistics cited earlier in this Element indicate that the average age of Los Altos Hills’ residents was greater than the County average, and that it will likely continue to increase over the next several years. The trend in Los Altos Hills is not unlike the national trend in that the average age of the population is increasing.

⁹ Government Code Section 65583(a)(7)

581. According to the 2000 Census, there were 1,342 elderly residents (65 years of age and older) in the Town of Los Altos Hills, representing 17 percent of the total population. In addition, there were 537 residents between the ages of 60 and 64, and 753 residents between the ages of 55 and 59. The 2000 Census reports that the Town had 862 households with one or more elderly residents. Of these households 727 consisted of households with 2 or more persons, while 135 consisted of 1 person elderly households. This suggests that a majority of the Town's elderly are likely being cared for by family members or assisted by others in the same household. For elderly residents living alone, obtaining needs such as the provision of meals (due to mobility issues), transportation, and other typical senior services becomes a considerable challenge. These needs are now satisfied through a variety of programs operated and funded by the Town, Santa Clara County, and various social service agencies. With the Town's older population there is a probability that there are a considerable number of single family detached residential units which are under-utilized due to the fact that they were constructed to accommodate large families and now provide living space for one or two people.
582. The California Health and Safety Code Section 1568.031 provides that a residential care facility (defined as a facility serving six or fewer persons) is a residential use and must be permitted wherever residential uses are allowed. Similarly, California Government Code Section 65583(c) (1) also requires provisions for transitional housing. The proportion of elderly is expected to grow, and housing for the elderly will be a continuing concern in Santa Clara County. Although many elderly can continue to live in their own homes, particularly if structural modifications are made to help them cope with the disabilities that accompany aging, there will nevertheless be an increasing demand for specialized care facilities. The Housing Element includes programs that will allow development of such transitional housing and other opportunities for some long-term Los Altos Hills residents who can no longer remain in their homes to continue living in Los Altos Hills. It is anticipated that the increasing number of second units will allow elderly residents to remain in their homes if desired, with the assistance of caretakers.
583. **Between 2003 and 2008, the Town contributed \$5,550 to the Los Altos Senior Center and \$74,150 to the Community Services Agency for the provision of such services as emergency assistance, nutrition and hot meal programs, information and referral, and senior care management.**

Large Households

584. In 2000, 11.6 percent (319) of all families residing in Los Altos Hills contained five or more family members. A large portion of the housing stock in Los Altos Hills is large and spacious, providing ample living space for the larger than average family. In fact, 2000 Census Data reported that homes in Los Altos Hills had a median of 8.2 rooms for all housing units, higher than the County median of 5 rooms per housing unit. Town records indicate that the construction of new residences have maintained this trend, resulting in the addition of large homes to the

Town's housing stock. There is no information available to suggest that large families have a special housing need in the Town.

Disabled Persons

585. According to the 2000 Census there were 425 persons between 21 and 64 years of age with a disability, making up nine percent of the population of that age range. Nearly 75 percent of those individuals are employed. A public transportation disability is defined as a health condition which makes it difficult or impossible to use buses, trains, subways, or other forms of public transportation. Due to limited mobility, housing that does not create barriers to living is needed for the physically handicapped. Because there are no multi-family housing developments allowed within the Town, issues associated with providing access for the physically challenged is not addressed on a daily basis. The Town has noticed over the past several years an increase in requests by individual households to include design features, both interior and exterior, to allow for access for the physically challenged. **As a means of facilitating requests for accessibility modifications, the Housing Element includes a program to develop written procedures for reasonable accommodation requests with respect to zoning, permit processing, and building laws.**

Students

586. The Town of Los Altos Hills is near a number of colleges and universities, including Stanford University, University of Santa Clara, Foothill College, DeAnza College, and Menlo College. In 2000, there were 499 persons residing in Los Altos Hills enrolled in college. About 100 of them are enrolled in a 4-year college and are therefore likely to be full-time students. Full-time students are often categorized as temporary low-income persons. Thus, adequate low-cost rental housing is a major need demanded by this special needs population, a demand which is often satisfied through the renting of rooms in many of the Town's private residences. This also serves a secondary benefit in that many of the opportunities available to college students are with older members of the community, and the addition of a college aged student to a household provides opportunities for providing services to the older residents.

Emergency Shelter

587. Temporary emergency shelter has become a significant housing issue across the nation. Typically it includes shelter for individuals and households in need due to financial hardship, family difficulties, a natural disaster, or temporary unemployment. The number of homeless persons is increasing statewide, and this problem not only affects those individuals without shelter, but also, the welfare of the entire community. There are many such agencies attempting to address this concern, several of which are outlined in a later section of this Element.

588. **While there are homeless individuals and families throughout Santa Clara County (4,049 homeless individuals were counted in the County), there are no known homeless individuals or families residing in the Town, as documented in the 2007 Santa Clara County Homeless Census and Survey. Over the years the Town has allocated \$200,000 of funding received through participation with Santa Clara County in the Housing and Community Development Block Grant Program to the Community Services Agency of Mountain View's Project Match, to provide transitional housing in proximity to Los Altos Hills. Project Match program has recently been discontinued, replaced by Senior Housing Solutions. The Town contributed \$74,150 to the Community Services Agency of Mountain View between 2003 and 2008.**

CONSTRAINTS TO AND OPPORTUNITIES FOR HOUSING DEVELOPMENT

589. Development within the Town of Los Altos Hills faces a number of constraints, some naturally occurring, others man-made. This section of the Element addresses each of these types of constraint areas. This section of the Element also addresses opportunities to promote and encourage the development of housing.

CONSTRAINTS TO HOUSING

590. Development constraints can be divided among four main categories: 1) environmental, 2) economic, 3) governmental, and 4) infrastructure.
591. As outlined in the following pages, the primary constraint to development in the Town of Los Altos Hills is the natural physical environment, accommodation of which is costly due to additional construction requirements, and is frequently undesirable due to overriding need for environmental protection. Economics of land value, which is high within the Town, cannot be mitigated by governmental intervention short of providing significant subsidies, the funding for which is not available. Land costs in the Town are high because of the highly desirable features afforded by the Town's environment. The Town's development processes are similar and in some ways less encumbering than the development processes of adjoining communities, and do not represent a significant constraint to development. Finally, infrastructure requirements, again consistent with adjoining communities, do represent a constraint to development, a constraint which can sometimes be satisfied and mitigated with additional improvements.

Environmental Constraints

592. The importance of environmental constraints in housing production is especially evident in a community with prominent topographical features such as those found in the Town of Los Altos Hills. Topographic characteristics in Los Altos Hills inhibit housing construction in some areas due to unsafe or difficult development conditions, including flooding, seismic motion, steep slopes, and soil instability. The Town's topography also affects the affordability of homes due to added costs created by more costly construction techniques required, such as additional engineering, grading, soil stabilization, non-traditional foundation systems, and site access. Several of the naturally occurring environmental constraints can suitably be mitigated, the cost of which is significant and contributes to higher housing prices. As the Town has developed over the years, the lands left undeveloped have typically been those which present the greatest constraints and costs to development due largely to naturally occurring environmental factors.

Slope and Soil

593. The Town of Los Altos Hills is characterized as having generally sloping terrain with frequently unstable and/or expansive soils beneath surface deposits. These two characteristics require that either the conditions be avoided, leaving tracts of land undevelopable, or alternatively, that engineering design be carefully reviewed to ensure that landslides and other slope/soil stability hazards are suitably mitigated. The necessity for additional engineering and construction provisions, as well as for greater scrutiny in design and construction oversight, adds to the cost of development, a cost which is ultimately passed on to the home buyer. As noted, much of the remaining undeveloped lands within the Town are those with the steepest slopes and the least desirable soils, making their development among the costliest in the Town.

Seismic Motion

594. The Town of Los Altos Hills is traversed by three major fault lines, including the Berrocal Fault, which runs from the western Town border to the southeastern tip of the Town boundaries; the Altamont Fault, which runs parallel to the Berrocal Fault to the north; and the Monte Vista Fault, which meanders from the northwest quadrant to the southeast quadrant of the Town. Although all of these fault lines are categorized by the State as potentially active, the history of seismic activity in the area does not include any significant movement along these faults.
595. In recent times, the closest area where earthquakes have originated is approximately one mile south of Los Altos Hills in Santa Clara County. This area experienced a series of 1.0 – 2.9 magnitude earthquakes (Richter Scale) during the time period from 1969 to 1973.
596. Additionally, there are two large fault lines within Santa Clara County which are known to be currently active and could endanger the stability of Los Altos Hills' hillsides. Although these two faults, the San Andreas Fault located along the west coast, and the Calaveras Fault, located further inland, do not traverse the Town of Los Altos Hills, it is likely that more earth movement would result within Town limits than within nearby communities due to the Town's steep topography and unstable soils.
597. In October 1989, the Loma Prieta earthquake, originating in the Santa Cruz mountains, caused significant damage in Los Altos Hills, resulting in the demolition of 7 homes and necessitating substantial repairs to more than 25 residential units. The damage seen from the Loma Prieta earthquake bears out the continued necessity for stringent earthquake safety ordinances in Los Altos Hills, which include restricting the siting of development and high standards of engineering design to ensure adequate safety levels in the event of strong earth movement.
598. While the effects of a significant seismic event would be widespread, the effects would be most intense on lands with steeper slopes and weak soils, which represents much of the remaining

undeveloped land within the Town and its Sphere of Influence.

599. Although no major rivers traverse the Town of Los Altos Hills, a number of creeks, especially Adobe Creek, and the hilly terrain create flooding possibilities in numerous areas. The General Plan Geotechnical Hazards Map delineates all valley bottom terrain as being prone to 100-year storm flood inundation. Residential construction along creeks and within delineated flood zone areas is restricted by federal and local regulations to minimize erosion, maintain the natural creek characteristics, and to ensure safe housing conditions. The valley bottoms present some of the more level areas of land, and would otherwise be some of the least expensive lands to develop due to the absence of extreme slope conditions. However, because of the flood hazard conditions on many of the valley floors, the cost of construction is higher due to the need to account for drainage and flood control, a cost which is passed on to the home buyer, as well as the requirement that the home buyer acquire Federal flood insurance, at a substantial additional cost. Areas most subject to flooding have often been left undeveloped due in part to the costs associated with mitigating the potential hazards. **In order to keep all flood management analysis consistent, a program (Program #24) has been added to the Housing Element to ensure that the Town will amend the Safety and Conservation Elements of the General Plan to include analyses and policies regarding flood hazard and management, as per AB 162. Per this program, the Town shall also annually review the Land Use Element of the General Plan for those areas subject to flooding as identified by the flood plan prepared by the Federal Management Agency or the Department of Water Resources (DWR).**

Wildland Fire

600. The issue of wildland fire is a continuing issue in the development of Los Altos Hills' lands. Fueled by dense vegetation and extreme slopes a wildland fire in 1985 destroyed thirteen single family residential units. The issue of wildland fire was emphasized in the 1991 Oakland Hills Fire of 1991, where more than 3,000 residential units were damaged or destroyed in a setting similar to that of the Town's. Steep terrain and extensive vegetation combine to create a setting which must be carefully evaluated and mitigated in the approval of new residential development. The Town often requires mitigation of the potential exposure of residential units to areas of relatively high fire danger, which tends to further increase the cost of residential development. Also, narrow roads, necessitated by the extensive steep terrain as a means of avoiding severe grading and leveling of the natural terrain, make access to the hillsides difficult.

Economic Constraints

601. Economic factors, in addition to governmental and environmental factors, can significantly affect the availability and cost of housing. A major difference between economic and governmental influences is that a jurisdiction has little or no control over the economic factors which affect the housing market, and these market factors can often offset a jurisdiction's attempts to make housing construction desirable and feasible. The three economic factors which contribute most to the constraint of housing development are:

- land costs;
- construction costs; and
- financing costs.

Land Costs

602. The typically quoted cost for an acre of undeveloped land which has a reasonable potential for development within the Town of Los Altos Hills ranges from \$1.1 million to \$2.3 million dollars depending on its proximity to the freeway. While a minor portion of land cost can be attributed to the Town's minimum lot size requirements, a majority is attributable to the physical environment afforded within the Town, including such features as the hillside terrain, dense vegetation, other natural and man-made amenities, and the unique semirural residential community. Other cities and towns along the San Francisco peninsula which have high appeal in terms of places to live have similar high land values due to limited supply and high demand.

Construction Costs

603. Due to the need to accommodate steeply sloping properties, geotechnical constraints, and the provision of utilities and sewage systems, the cost of construction in Los Altos Hills is considerably higher than elsewhere in the Bay Area. Because developers and contractors must compensate for these constraints and additional costs for such items as grading, retaining walls and ensuring soil stability, construction costs at times could reach well above many Bay Area communities. Except for localized environmental conditions or access issues which require additional costs, construction costs within the Town are no different than in adjacent communities.

Financing Costs

604. Interest rates significantly affect the cost of a home, yet constantly fluctuate so that it is difficult to determine exactly how much of a burden they pose to home buyers. There is no evidence to suggest that the availability of loans for potential Los Altos Hills home buyers is less than in other regions of the Bay Area. Nor is there evidence to suggest that financing costs are any higher

for Los Altos Hills than elsewhere in the regional area. Thus, although financing costs add a significant cost to home purchase; this additional cost is no different in the Town of Los Altos Hills than outside of it.

Governmental Constraints

605. Although governmental housing regulations are created for the purpose of ensuring an acceptable quality of housing development, these regulations can sometimes negatively affect housing availability. For example, development fees associated with securing the necessary approvals and permits are usually passed on to the home buyer, meaning that housing costs are increased. The challenge is to achieve a balance between the goal of maintaining safe, quality housing and the goal of providing affordable housing. This section examines governmental regulations which can act as constraints to development and provides a discussion of possible mitigation or removal of these constraints, and concludes that the Town's institutional regulations and processes are not a significant constraint to the development of housing in light of the Town's physical environment and community objectives to establish and maintain a semirural-oriented residential community.
606. Governmental factors which most affect the development of housing in the Town of Los Altos Hills are:
- Land use controls;
 - Development review and processing time frames; and
 - Development and permit fees.
607. Within the Town of Los Altos Hills the costs associated with the governmental process, both dollar and time costs are similar to those imposed by similar communities in the area and in some instances, are less. As a whole, the Town's processes and costs for development approval are considered reasonable, and are not considered an impediment or constraint to development.

Land Use Controls

608. Land use controls have been established to guide growth of the Town in an orderly manner and to preserve the health and safety of Town residents and improvements, as well as to protect the open and semirural residential character of the community. Land uses are regulated through the creation of two land use zones. These zones establish Los Altos hills as a transition area between the urbanized mid-peninsula and the open coastal mountain range.
609. The two designated land use zones are as follows:
- *Residential-Agricultural District (R-A)* – The primary uses allowed are primary dwellings and agriculture, with a minimum lot size of one acre. Larger lot minimums may be imposed if it is determined that the slope of the land or other environmental constraints to

development dictate a larger lot to ensure environmental protection, avoidance of naturally occurring or man-made hazards, and implementation of the Town's General Plan. Accessory uses, including home occupations and child daycare homes, private stables, pools, tennis courts, greenhouses, workshops, antennas and dish antennas, secondary dwelling units, and temporary trailer coaches are also permitted in the R-A zone. Additionally, conditional uses are acceptable provided the project meets the Town's regulations and the Council's approval. Conditional uses include: public libraries, churches, recreation facilities, temporary house trailers, day nurseries and kindergartens, public and private schools, public utility and services uses, fire and police stations, Town facilities, and commercial stables.

- *Open Space Reserve District (OSR)* – The primary uses allowed in the OSR zone are agricultural uses (including *horticulture* and grazing), forest preserves, and other open space uses. Accessory uses and structures other than buildings necessary to conduct a primary use are not permitted.

Residential Design Standards

610. To maintain its semirural character, the Town of Los Altos Hills has created a set of site design standards to be followed by all developers. As stated in the Town's Municipal Code, "All lots or parcels shall be designed so as to take maximum advantage of, while still preserving, the basic natural characteristics of the land."

- *Driveways* – A minimum 14-foot driveway width is required, with excessive widths prohibited as a means of minimizing impacts associated with land form modification. Where driveways are exceptionally long, the width, grade, and construction are also regulated by the Los Altos Fire Protection District to ensure adequate access for fire protection services.
- *Off-Street Parking* – Off-street parking for four vehicles is required for all single family detached residential units. Residential second units are required to provide one space reserved for the second unit only. Off-street parking within the Town of Los Altos Hills is necessary due to the narrow, winding roadway system and the need to maintain the roadway system free of obstructions for normal and emergency vehicular traffic. The requirement for four off-street parking spaces stems in part from the lack of any public transportation serving the residential areas of the Town.¹⁰
- *Road Design Standards* – The minimum right-of-way width for most new public and

¹⁰ The requirement for the provision of four off-street parking spaces for all single family detached residential units and one additional off-street parking space for residential second units does not appear to be a deterrent to the development of either type of residential unit.

private roads serving 3 or more lots or single family detached residential units, except fire or emergency roads, is 60 feet. Fire or emergency roads widths are variable. Grades in excess of 15 percent are generally not permitted.

- *Sanitary Sewer Improvements* – Every lot must be provided with adequate sanitary sewer disposal, provided either through connection to a public sanitary sewer system or an individual septic system. A considerable portion of undeveloped lands within the Town's corporate limits as well as those undeveloped lands in the Town's Sphere are beyond the easy reach of existing public sanitary sewer lines. Connection to public sanitary sewer systems is required if it is within relatively easy 'reach' of new lots and developments. Where existing systems are not within easy reach of new development the use of individual septic systems is allowed, and in so doing, minimizes one of the elements of cost associated with new housing development, although it should also be noted that the use of individual septic systems does represent a limitation on the development of lands not served by public sewer systems.
- *Storm Drainage Improvements* – Drainage systems must be designed to minimize the effects of erosion, siltation, and flooding on immediate or distant downstream neighbors and public facilities.
- *Underground Utility Improvements* – All new and existing public utility systems and service facilities must be installed underground when properties are proposed for subdivision. Besides the obvious aesthetic benefit of underground utilities, the added benefit is protection of vital services delivered via these utilities such as electricity, telephone, and cable television. In the Oakland Hills Firestorm of 1991, overhead lines were severed during the fire making communication difficult if not impossible, and cutting electrical power to pumps and other services vital to fire protection efforts.
- *Water Improvements* – The developer must provide a complete water system and furnish evidence showing the availability of the public water system to serve the project, as well as adequate water supply for fire protection.
- *Path and Trail Easements* – As depicted on the General Plan circulation map, the Master Path Plan Map and in the Pathways Element, easements or in lieu fees must be provided for adequate trails when designated parcels are developed. Improvements are also usually required. The paths serve as the pedestrian circulation system which links most areas of the Town.
- *Height of Structures* – The vertical height limit of buildings is limited to 27 feet in order to maintain a consistent, low profile that is compatible with the Town's semirural character. Building height may be increased to a maximum of 32 feet if setbacks are

increased as specified in the Town's Zoning ordinance.

- *Maximum Development Area*– The maximum development area (MDA) of a lot is that portion of a lot which may be developed with buildings and pavement, and which requires that the balance of the lot area be retained in an undeveloped or landscaped state. The MDA is based upon a relationship between the average slope of the lot and the lot's net area. Within the context of MDA, development includes the primary and secondary residential units and other buildings (floor area), parking areas, patios, decks, walkways, swimming pools, tennis courts, etc. MDA is typically 15,000 square feet on a relatively flat, one-acre lot.
- *Maximum Floor Area* - The maximum floor area (MFA) is the maximum amount of floor area (building area, including each floor of a structure, plus garages and other accessory structures) which may be developed on a lot. The MFA is based upon a relationship between the average slope of the lot and the lot's net area. MFA is typically 6,000 square feet on a relatively flat, one-acre lot.
- *Setback Lines* – All structures must be set back at least 40 feet from the nearest public or private street property line for front yard setbacks, and 30 feet from property lines for the side and rear yard setbacks.
- *Landscaping* – A landscape plan providing at least the minimal amount of landscaping necessary to mitigate off-site visual impacts is required for almost all projects.
- *Residential Second Units* – Residential second units are permitted on all lots with at least one acre of land, subject to compliance with all of the other site standards discussed above. Such units are limited to a maximum of 1,000 square feet in size, must be compatible with the main residence and site, and require an additional parking space.

611. Development standards established in the R-A Zoning District for such aspects as building setbacks, parking, building height, and floor area ratio are, generally no more restrictive than in other communities, particularly those with similar environmental settings. Where there may be some variance with other communities along the San Francisco peninsula is the Town's minimum lot size of one acre. As has been noted earlier in this Element, the necessity of a one acre minimum lot size evolves from several factors, including the community's commitment to preserving a semirural residential setting and the need to allow siting flexibility to avoid to the extent possible naturally occurring environmental hazards.

Development Review and Processing Time Frames

612. The typical sequence of development in the Town of Los Altos Hills is to first subdivide acreage through the Subdivision process, to then obtain Site Development Permits for each lot, and then to obtain a building permit for each residential unit to be constructed.
613. If subdivision of large acreage is proposed, the typical processing time for a subdivision map ranges between 6 months and one year, with the variation stemming from requirements of the California Environmental Quality Act (CEQA) and whether or not a Negative Declaration or Environmental Impact Report is prepared to satisfy the requirements of CEQA. These time frames for the processing of subdivision maps are typical for both communities along the San Francisco peninsula and throughout much of the State, and therefore, are not considered an additional constraint in the Town.
614. Site Development Permits are required for the development of new single family detached residential units, whether a lot has been newly created via a recent subdivision process or if the lot has been in existence for some time. The basic purpose of the Site Development Permit process is to ensure that a proposed new single family detached residential unit satisfies all of the Town's established development standards (height, setbacks, Floor Area, Development Area, etc.) and that its siting mitigates any potentially adverse impacts including such considerations as visual prominence, removal of vegetation, and excessive grading. It should be noted that there is no architectural design review conducted or required in the Town, either in conjunction with the Site Development Permit process or as a separate review process. The typical processing time for a Site Development Permit is two to six months, a time frame not considered to be an impediment to residential development, and a time frame certainly at parity with other communities. Site Development Permits for new residences are acted upon by the Planning Commission after recommendations by Town staff.
615. **Site Development Permit approval is also required for the development of residential second units. Since 2003, the Town has been processing second unit applications ministerially. The Town's ordinance was amended to comply with Government Code Section 65852 which requires local governments with a second unit ordinance to ministerially consider second unit applications. The net effect of the Ordinance change is to reduce processing times and costs for a residential second unit compared with other permits. The approximate processing time frame for a second unit permit is less than 30 days. A public hearing may be required before the Planning Commission when a second unit project does not meet all applicable Town requirements.**
616. Building permits, and associated mechanical, electrical, and plumbing permits, are issued prior to the start of construction. The basic purpose of the permits is to ensure that construction activities satisfy all requirements of the Uniform Building Code and its associated specialty codes. The

Town's typical time frame for the processing of a building permit for an accessory structure such as a second unit is one and one-half to two weeks, and again, is not considered excessive or constraining.

617. **The Town has adopted the 2007 California Building Code, as required of all jurisdictions in California. The State Building Code establishes construction standards necessary to protect public health, safety and welfare, and does not unduly constrain development of housing. Los Altos Hills has adopted the following local amendment to the Building Code to protect the public from hazards indigenous to the Town:**

- **Fire Retardant Roofing. Roofs on all new structures and additions to existing structures and any reroofing involving three hundred (300) square feet or more of an existing structure must have a fire retardancy classification of A, as defined in the 2007 Building Code and Building Code Standards.**

Development and Permit Fees

618. Development fees in the Town of Los Altos Hills are charged for both planning activities and for building permits. Planning fees are charged for the purpose of recovering all costs associated with administration of the Town's regulations pertaining to land use. Planning fees are currently comprised of a non-refundable fee and a deposit, against which professional planning and engineering staff charge to provide review services. This fee structure reflects the Town's actual cost for staff time. The Town reviews its fee structure and levels on a regular basis to ensure they reflect the cost of delivering services.
619. Likewise, building permit fees are charged to cover costs associated with checking that building plans conform to requirements of the Uniform Building Code as well as costs associated with conducting building construction inspections. The fees charged for building permits are based on the valuation of construction. The City Council directed a review of the rates charged for the issuance of Building Permits with the possibility of reducing the current fees required. The net effect of a reduction will be a lessening of the costs associated with obtaining entitlement and development permits, which may have a measurable effect on the overall cost of housing. The new fee schedule was adopted in Winter 2003. The Housing Element includes a program that provides for regular review of fees to ensure that the cost of development review is not excessive while covering the cost of delivery of services.
620. The Town and special districts also impose new development fees for the construction and/or connection of new infrastructure systems to existing systems. This includes water, sewer, and drainage fees and connection charges to address issues associated with increased system capacity demands and impacts. The Town also collects a \$1,150 housing fee imposed on the issuance of each building permit for a new residence. The fee was initiated in 1978 and was reviewed a few

years ago as part of an analysis of building permit fees. Starting in 2004, the housing fee is waived for second units.

621. While not imposed by the Town, local school districts charge a fee which is linked to the size of new construction and must be paid prior to issuance of building permits. The purpose of the fee is to compensate serving school districts for the costs associated with the demand for additional services and classroom space generated by new residential development. The three districts which collect fees in the Town are the Los Altos Elementary School District, which levies a fee of \$1.98 per square foot for residential construction, the Mountain View-Los Altos High School District, which levies a fee of \$0.99 per square foot for residential construction within the Town, and the Palo Alto Unified School District, levies a fee of \$2.97 per square foot for residential construction within the Town.
622. As noted, the Town completed the evaluation of the fee schedules associated with the entitlement and development process and where possible, lowered fees while not compromising service levels or public health, safety, and welfare. **Appendix H identifies the cumulative fees required for a typical single family residential home, as well as for a second unit. In total, development fees for a single-family home average \$44,000, representing less than two percent of current home prices in the community. While fees on second units are less than one-third of that for a single-family home, they could potentially serve as a disincentive for a homeowner to add a second unit. As the sewer connection and building permit fees represent the highest fees charged on second units, a program has been added to the Housing Element to develop criteria for reducing or waiving these two fees as a means of better facilitating second units.**

Infrastructure Constraints

623. When analyzing infrastructure constraints which may affect future housing development in Los Altos Hills, it is important to note that many remaining vacant properties are vacant because they are constrained by one or more factors. Fire protection, roadways, storm drainage, sewer facilities, and geotechnical constraints are the most prevalent constraints. Many vacant properties are located in high fire hazard areas, have inadequate access, lack sewer facilities and/or cannot accommodate septic systems, or have storm drainage problems which must be corrected prior to development.
624. Mitigation to overcome these constraints, most to be implemented on an individual basis, will become more necessary as the Town moves closer to build out. The following analysis is provided to outline the effect of continued housing development on service facilities serving the Town. Police protection, water supply, school facilities, public transportation, and services are

discussed in addition to the services mentioned above.

Circulation System

625. The existing circulation system is designed primarily for low volume rural residential use. Roads are rural in design with narrow widths averaging 20 to 24 feet without curbs and gutters. Some roads are gravel, or dirt, with limited paved surface. The overall road system conforms to the natural topography, which would be devastated if a more traditional, suburban style roadway system were constructed.
626. Aside from occasional cases where a parcel planned for development abuts a roadway requiring improvements, minimal routine maintenance is provided by the Town. Typically, when development abuts a roadway requiring improvements, the developer is required to improve the roadway to Town standards.
627. Available data on traffic volume and patterns indicates that traffic volumes are the heaviest along Arastradero Road, Page Mill Road, Fremont Avenue, and El Monte Road, which are the roadways carrying traffic through the Town from origins and to destinations outside the Town's corporate limits. No roadways exceed their maximum capacity, and, assuming residential densities and development continue at the current rate, it appears existing roadways can accommodate remaining build out, if necessary mitigation is implemented on an individual basis. If higher densities of development are allowed, the circulation system would be significantly affected and constraints on further housing development would be increased.

Storm Drainage

628. The storm drainage system of Los Altos Hills is designed to the greatest extent possible to maintain natural water drainage patterns. Public roads usually have no curbs or gutters and there are no major public storm water detention facilities. Improvements consist primarily of street culverts which pass under driveways. Drainage and erosion problems have sometimes occurred from past development which was not subject to the level of engineering review and standards required today. The Town has made continuous effort to address storm drainage problems and make improvements necessary to control these problems. The Town created a Development Area policy to encourage limiting impervious paving in private development. Town government buildings are models in green design, including pervious surfaces and solar energy, in order to serve as an example of environmentally sustainable design. As mentioned previously, storm drainage is a constraint to development in that many remaining vacant properties have storm drainage problems which will require correction prior to development. These necessary storm drainage improvements may also create an increase in housing costs since they may dictate the design of the development on the site and limit it to some degree. The current infrastructure of the

Town has limited resources to maintain current and improve needed drainage facilities in the Town, even with the fees charged in association with the issuance of building permits for new residential units. Allowance of higher density in the Town would intensify the problems already experienced in the Town with drainage facilities.

Wastewater Treatment

629. The Town's wastewater treatment needs are served by individual septic systems and by sanitary sewer service. Approximately one-half of the Town utilizes septic systems; one-quarter is served through contract with the Palo Alto sanitary sewer system, and one-quarter through contract with the Los Altos sanitary sewer system. The Palo Alto sanitary sewer basin has adequate capacity to accommodate new connections in the Town. However, sanitary sewer lines do not presently extend to all areas of the community. Parcels more than 200 feet from existing sanitary sewer lines have the option of installing individual septic systems, which is often less expensive than the cost of extending sanitary sewer lines. However, some parcels located more than 200 feet from existing sanitary sewer lines are precluded or severely constrained in terms of the use of individual septic systems due to other site constraints, including extreme slope and soils not suited for septic system leach fields. **The Los Altos sanitary sewer is almost at contractual capacity. This is considered a significant constraint to development in the southern one third of the Town. A joint sewer study by Los Altos and Los Altos Hills was completed in 2004 to determine under what conditions additional capacity may be granted. The Town is currently working with the City of Los Altos to measure actual capacity by installing flow meters throughout the system. Currently, there is sufficient sewer capacity to accommodate the community's regional housing needs through development on the sites identified in the Housing Element sites inventory.**
630. **The Housing Element identifies the Foothill College site as suitable for multi-family faculty and student housing. Foothill College has the necessary sewer and water infrastructure in place to serve future multi-family development.**

Fire Protection

631. Fire protection service in Los Altos Hills is provided by the Santa Clara County Fire Department. The City of Palo Alto provides backup services when needed. Most of the Town represents a high fire risk and there are many concerns associated with providing adequate fire protection. Most areas of the community are designated as high fire hazard areas due to the amount of natural vegetation, limited access, and steep terrain. These factors combine to impact the costs of housing development through the necessity to incorporate design features and construction techniques and materials which help mitigate the high fire hazard.

Police Protection

632. The Town of Los Altos Hills is not categorized as a high crime area. The Town's police services are provided under contract by the Santa Clara County Sheriff's Department.

Water Supply

633. The Town's drinking water is provided by two water suppliers: Purissima Hills Water District and the California Water Service Company (Cal Water). Purissima Hills Water District is a public agency that provides water to residents in the northern two-thirds of Los Altos Hills; Cal Water is an investor-owned utility that serves the remaining area. A few residents supplement their water supply with well water.
634. **The amount of water available is constrained. Purissima Hills presently obtains all of its water from San Francisco's Hetch Hetchy system and is exceeding its supply assurance by 25-35 percent. Capacity limitations in the Hetch Hetchy system may be reached in six to eight years, or sooner in times of drought. Cal Water obtains the water supplied to Los Altos Hills from the Santa Clara Valley Water District via pipelines from the SCVWD's Rincoñada treatment plant and from company-owned wells. During the dry season, the plant and pipelines are at capacity. Nonetheless, at the current time, water service and supply is sufficient to accommodate the community's regional housing needs through development on the sites identified in the Housing Element sites inventory.**
635. **When system capacity limits are reached, or in times of drought, water use may be subject to rationing or other restrictions. Purissima Hills may be limited to its contractual allotment and Cal Water may have to implement some restrictions based on the supply available during drought or other occasions of constrained supply. Landscaping that is heavily dependent on irrigation may not survive. Over two-thirds of all water used each year in the Purissima Hills Water District is for irrigation of landscaping. During the summer dry season (June through September) water used for landscaping on average is five times that of the rainy season. The 2007 Conservation Element includes policies encouraging native, water-efficient vegetation.**
636. **SB 1087 now requires water and sewer providers to grant priority for service allocations to proposed developments that include units affordable to lower income households. As second units serve to provide affordable housing in Los Altos Hills, the Town will request priority granting of services to second units from water and sewer providers.**

School Districts

637. Los Altos Hills is located within portions of three school districts, the Los Altos Elementary School District, the Palo Alto Unified School District, and the Mountain View-Los Altos Union High School District. Enrollment in these districts, particularly at the elementary school level, has been increasing slowly over the past few years and is projected to continue to do so. Reports from the district indicate that there is concern about potential over-crowding in the future if development continues to occur in the areas served by the districts. Gardner-Bullis School, renovated and reopened in 2008, is the only public elementary school within Town limits.

Public Transportation

638. Public transportation service to Foothill College and downtown Los Altos is provided by the Santa Clara Valley Transportation Authority. The District's service to the Town is limited, and it is estimated that fewer than 125 of the more than 2,816 properties in Town are within $\frac{1}{2}$ mile of public transportation. Transportation for seniors and disabled persons unable to utilize conventional public transportation is provided by the District's paratransit service.

Commercial Services

639. There is a lack of any commercial services typically associated with suburban communities, such as retail shopping and financial, business, and medical services. As has been outlined earlier in this Element, the Town does not allow the development of these services. They are available in adjoining suburban communities, and within close proximity by automobile.

OPPORTUNITIES FOR HOUSING

640. There are opportunities for the Town to add additional residential units to its current stock, even though there are significant constraints to the additional development of housing. Most of the land within the Town's existing corporate limits has been previously subdivided and developed. Remaining properties within the Town tend to be those which are less easily developed due to environmental and infrastructure constraints. However, Los Altos Hills finds itself with greater potential because of its large lots which can accommodate a form of 'infill' housing through the encouragement of residential second units.

Vacant and Underutilized Parcels

641. The Town's zoning requires that residential lots have a minimum lot size of 1 acre. Given that additional development constraints such as topography, creeks, easements, and dedications may further reduce the net parcel area of a proposed subdivision, it is likely that most future subdivisions will occur on parcels with a minimum area of 3 acres. A vacant and underutilized parcel study identified a total of 132 vacant or underutilized parcels which are at least 3 acres with potential to be subdivided. The results of the study are provided in Appendix F. An evaluation of known development constraints for each site was provided by the Town's planning staff. Factoring in the site constraints for these parcels, it was estimated that a range of 84-168 additional units each may be added through subdivision of these parcels.

Sites Suitable For Low and Moderate Priced Housing

642. **Housing element law requires jurisdictions to demonstrate the availability of zoning to encourage and facilitate a variety of housing types, including multi-family residential uses. Los Altos Hills' land use controls currently provide only for the development of single-family residential uses, reflecting both the Town's desire to maintain its semirural character, as well as density limitations made necessary due to significant geological, infrastructure, and environmental constraints, as documented in the Town's General Plan. For example, infrastructure limitations include a lack of storm drainage facilities, the continued use of septic rather than sewer systems in much of the Town, and narrow road widths. In addition, the Town does not have any public services or facilities other than the Town government offices and a few schools, and public transportation opportunities are limited.**

In order to comply with housing element requirements, while respecting the Town's unique characteristics and constraints, the Town has identified the Foothill Community College site as suitable for multi-family housing for college faculty, employees and students. The

Foothill College site encompasses 122 acres, including over 20 acres of undeveloped space. Also, while most sites are not served by a sewer, the Foothill College site is connected to the Los Altos Sewer Basin, and has water service provided by the Purissima Hills Water District. There is also adequate transit accessibility to the Site, via VTA's routes 40 and 52, and it is located less than a quarter mile from I-280. These facilities make the Foothill College site a very optimal one for multi-family housing.

To enable development of multi-family housing on Foothill College, the Town shall complete a General Plan Text Amendment where it shall change the designation of the Foothill College Site from P (Public School) to PC (Public College), and identify multi-family residential as a permissible use. In addition, the Zoning Code will also be amended to permit sites designated as Public College by the General Plan to allow multi-family residential uses at densities of 20 du/acre.

Sites Suitable for Residential Second Units

643. All vacant and underutilized parcels identified in Appendix F can be developed with a second unit. Given some of the benefits of second units which were discussed in this Element, it is very likely the Town will continue to receive more applications for the development of second units. Community members expressed interest in pursuing second units and the Town has promoted this type of unit as a source of housing. Additionally, the Town's sphere of influence offer opportunities for development of second units.

Annexation of Sites Suitable for Development

644. In 2002, the Town rezoned a total of 286 acres of land known as San Antonio Hills that includes primarily one-acre lots. Some of lands have been annexed to the Town of Los Altos Hills and it is anticipated most will be annexed, over time. In late 2002, the 58 acres of Ravensbury Area within San Antonio Hills was annexed by the Town. **In September 2007, an additional 82.83 acres (65 parcels) known as the West Loyola neighborhood within San Antonio Hills was annexed.** This added to the supply of available housing units in the Town of Los Altos Hills. Additionally, all lots of one or more acres in size can potentially accommodate a secondary unit thus increasing the supply of affordable rental units.

Sites Suitable For Manufactured Housing and Mobile Homes

645. All vacant parcels identified on Appendix F are available for rental, factory-built, manufactured, or pre-fabricated housing. It is probable that non-governmental constraints, such as property costs, will continue to preclude this type of housing development in Los Altos Hills in the future, even on lots that currently exist below the required 1-acre minimum.

Sites Suitable for Employee Housing

646. **Certain non-residential uses (subject to Conditional Use Permits) offer opportunities for the development of housing for employees. These uses are able to create opportunities for a small number of employees to live on-site. This will help in the creation of affordable housing opportunities in Los Altos Hills while helping in the reduction of commute traffic and contributing to the Town's jobs/housing balance efforts.**

Sites Suitable for Student and Faculty Housing

647. **Foothill College is a unique site and offers the potential for both faculty, staff and student housing. The Town has recently communicated to Foothill College representatives that the Town would be supportive of exploring options for on-campus faculty housing and/or student housing if the College should pursue such housing opportunities. The possibility for higher density exists due to the size of the site and number of potential users. As indicated in Program #16 of the Housing Element, the Town will support future development of affordable housing on the Foothill College site through various incentives, including an expedited review process, enabling General Plan and Zoning designations, and potential funding applications.**

Sites for Emergency Shelters/Transitional and Supportive Housing

Emergency Shelters:

648. **Pursuant to SB 2, jurisdictions with an unmet need for emergency shelters are now required to identify a zone(s) where emergency shelters will be allowed as a permitted use without a conditional use permit or other discretionary permit. The identified zone must have sufficient capacity to accommodate the shelter need, and at a minimum provide capacity for at least one year-round shelter. Permit processing, development and management standards for emergency shelters must be objective and facilitate the development of, or conversion to, emergency shelters.**

As discussed in the homeless section of the Housing Needs Assessment, there are no known homeless individuals or families residing in the Town, as documented in the 2007 Santa Clara County Homeless Census and Survey. Nonetheless, in compliance with SB 2, a program has been added to the Housing Element (Program #36) to allow an emergency shelter by right within the Institutional land use district on the Foothill Community College site. The Foothill College site contains over 20 acres of vacant land, providing ample room for provision of a shelter facility. This location is suitable for a shelter as it is well accessible through transit, via VTA routes 40 and 52, and it is located less than a quarter mile from I-280. In addition, the site is connected to the Los Altos Sewer Basin, and has water service provided by the Purissima Hills.

Transitional and Supportive Housing:

649. Transitional housing is temporary housing (generally 6 months to 2 years) for homeless individuals or families transitioning from homelessness to permanent housing, whereas supportive housing is permanent housing with social services that support households in maintaining stable, productive lives. SB 2 requires jurisdictions to regulate transitional and supportive housing as a type of residential use subject only to those restrictions that apply to that type of residential use in the same zone. As Los Altos Hills' zoning ordinance does not currently address these housing types, Program #38 has been added to provide for transitional and supportive housing in the R-A zone subject to the same restrictions as other residential uses in the zone.

650. Organizations which provide emergency shelter are located in nearby communities. These organizations, the cities in which they are located, and a brief description of the services they offer are listed below.

- Community Services Agency of Mountain View/Los Altos (Mountain View)

Refers needy persons to emergency shelters in the area or uses a voucher system to provide temporary lodging (maximum of 3 days) at a motel, **and provides one-time emergency financial assistance for rent or bills, to help avoid emergency homelessness.** Families with children are given first priority. All cases are reviewed individually. A portion of the Town's Housing and Community Development Block Grant Program funds have been allocated to the Community Services Agency.

- Salvation Army (Sunnyvale/Mountain View)

Refers all persons, if possible, to emergency shelters or provides one day shelter at a motel using a voucher system on a very limited, case by case basis. Single

men are generally referred to the San Jose Hospitality House where they may stay free of charge for three nights per year. Fees are charged for additional nights lodging.

- **Haven Family House (Menlo Park)**

Provides transitional housing and on-site support services for up to 15 homeless families at a time in one and two bedroom apartments. The center was rebuilt in 2000 and reports that 80 percent of program graduates are rapidly and permanently re-housed.

- **InnVision**

Operates Hotel DeZinc, providing lodging for 15 to 20 single persons, hosted by Palo Alto area faith communities. InnVision also operates Claro-Mateo Alliance Shelter and Claro-Mateo Alliance Shelter, with 48 beds for single adults and couples and 6 units for families. On the peninsula, InnVision also operates transitional housing, permanent supportive housing, and self sufficiency services at a variety of locations, primarily in Menlo Park and Palo Alto.

- **Fair Oaks Community Center (Redwood City)**

Whenever possible, refers both families and singles to transitional housing facilities. In limited cases, provides vouchers for a maximum of two to three nights stay at a motel.

- **Emergency Housing Consortium of Santa Clara County**

This consortium has shelters and programs located throughout the County, the closest one in Sunnyvale. The Transitional Housing Program (THP) offers transitional work and housing support.

- **Family Supportive Housing, Inc.**

Family Supportive Housing offers shelter and supportive services to homeless families in Santa Clara County, offering three services: the San Jose Family Shelter, the Bridges AfterCare transitional support program, and GlennArts Arms transitional housing program. The emergency shelter facility houses families with children for up to three months and 70 percent of those served are children. The GlennArts Arms program offers rental

subsidy and case management for families for up to two years and can serve about 16 to 20 families at a time.

Housing for Persons with Disabilities:

651. **Housing Element law requires that the Element analyze constraints to the development, improvement and maintenance of housing for persons with disabilities. A few areas to consider in the analysis are policies, practices, processing, procedures and programs related to housing for persons with disabilities.**

- ***Group Homes:*** State law requires that residential care facilities serving six or fewer persons shall not require a conditional use permit, zoning variance, or other zoning clearance. The Town's zoning ordinance Section 10-1.702.h currently permits residential care facilities serving six or fewer person by right as an accessory use in the R-A zone. The Town has only a single family residential district; therefore, allowances for group homes over six specifically for the disabled in other zoning districts are not necessary. The Town does not have siting, separation, or separate parking requirements for licensed residential care facilities and special needs housing developments.
- ***Definition of Family:*** The Town's zoning ordinance will be amended with a definition of family which is inclusive and non-discriminatory. (Program # 34)
- ***Reasonable Accommodations:*** The Town has conducted a review of zoning and building code requirements, and has not identified any barriers to the development, maintenance or improvement of accessible housing. Most accessibility modifications can be accommodated through a simple remodel permit. Handicapped ramps and guardrails are permitted to intrude into the standard setbacks required under zoning to allow first floor access for physically disabled residents. While the Town has not identified any constraints to the provision of accessible housing, the Town has not developed specific procedures for requesting a reasonable accommodation. As a means of facilitating such requests, the town has included a program in the Housing Element to develop procedures for reasonable accommodation requests with respect to zoning, permit processing, and building laws.

Community Development Block Grant (CDBG) and HOME funds

652. **The Town participates with Santa Clara County as part of the Urban County Consortium for Federal Community Development Block Grant (CDBG) and HOME funds. These funding sources are available to support in affordable housing programs benefiting low income (80% MFI) households. Income eligible homeowners in Los Altos Hills can access**

the Housing Rehabilitation Loan Program offered by the County Office of Affordable Housing. The Town can also apply directly to the County for CDBG and HOME funds for specific projects, which it has done in recent years to provide financial support for Senior Housing Solutions (formerly Project Match) and Mid-Peninsula Housing Coalition projects. As indicated in Program #16 of the Housing Element, the Town will support development of affordable housing on the Foothill College site through application to the County for CDBG/HOME funds.

Housing Trust Fund of Santa Clara County (HTSCC)

653. The HTSCC is a non-profit 501(c)(3) community based organization created in 2001 through a cooperative effort of the private and public sectors, including the Housing Collaborative on Homelessness and Affordable Housing, the Silicon Valley Manufacturing Group, Santa Clara County, Community Foundation Silicon Valley, and all 15 Santa Clara towns and cities. The purpose of the Trust is to increase the supply of affordable housing in Santa Clara County within three program areas: first-time homebuyer assistance, multi-family rental housing, and homeless with special needs. Funds are available for acquisition, rehabilitation, new construction, predevelopment costs and supportive housing services. The Town also made three contributions to the Housing Trust of Santa Clara County between 2005 and 2007, totaling \$15,000. Since HTSCC's inception in 2001, it reports raising approximately \$30 million in investment dollars, which it has leveraged to create over 7,200 affordable housing opportunities. Los Altos Hills has contributed to the HTSCC, and is eligible to apply for Trust Funds in support of affordable housing activities.

OPPORTUNITIES FOR ENERGY AND RESOURCE CONSERVATION

654. Energy conservation is standard practice in the housing development industry today. Through basic energy conservation construction techniques, households are able to lower energy bills and conserve natural resources.
655. In the Los Altos Hills area, energy costs and consumption result mainly from space and water heating. In 2000, a majority of the residents (84%) relied on natural gas for space and water heating. For space and water heating, the remainder of the population which does not use utility gas relied on electricity (11.6%), bottled or tank gas (3.4%), or fuel oil (1.4%).
656. Initially, most energy conservation measures were applied only by homeowners or developers who individually deemed it to be a worthwhile endeavor. Presently, however, statewide energy conservation standards, adopted in July 1983 (single-family homes) and January 1984 (multi-family units) are enforced throughout the state so that a minimum level of energy efficiency is established. Every newly constructed residential unit is required to abide by specified conservation regulations. These regulations are enforced by the Town of Los Altos Hills' Building Department through careful review of each proposed project for adequate energy efficiency as defined by the California Energy Commission. The Energy Commission has divided the state into a series of climate zones. Los Altos Hills is situated in Climate Zone 4. State energy efficiency standards are associated with this climate zone's special characteristics so as to maximize energy conservation. Mandatory features and devices required of all housing units in order to comply with State regulations include:
- Insulation of ceilings, walls, ducts, water tanks, and pipes;
 - Caulking of all joints and penetrations;
 - Approved and certified doors, windows, fireplaces, shower heads, faucets, and heating equipment;
 - Setback thermostats; and
 - Efficient gas cooking appliances.
657. For further information on detailed requirements, refer to the Climate Zone 4 Manual issued by the California Energy Commission.
658. **On October 9, 2008, the City Council adopted mandatory green building requirements for new residential construction. All new residence applications submitted for Site Development review must incorporate green building measures using either Build It Green's GreenPoint Rated or US Green Building Council's LEED for Homes checklists. The Green Building program is designed to be accessible, flexible and attainable, and encourages voluntary participation for remodels and additions. The program requires the equivalent of a GreenPoint Rated score of 50 points or a LEED for Homes score of 45. Expedited permit**

processing, guaranteed building inspections, and special recognition incentives are built in for projects exceeding minimum points.

659. The Town encourages the use of both passive and active solar energy conservation techniques in building design and siting. To encourage the use of solar power, Los Altos Hills has developed the following incentives:
- Building permit fees are waived for the construction or installation of solar energy generation equipment.
 - For ground-mounted photovoltaic systems, up to 500 square feet may be exempt from development area calculations.
 - For roof-mounted photovoltaic systems, a bonus of up to 500 square feet of development area may be granted.
660. Other measures may be proposed by the Environmental Initiatives Committee, a standing committee charged with the development of incentives for energy conservation and other environmental objectives.
661. To encourage the conservation of water resources, Purissima Hills Water District has established a progressive, multi-tiered rate structure. In addition, Purissima Hills and Cal Water have implemented programs such as the provision of homeowner assistance in water management and the distribution of water-efficient appliances. These water conservation programs have the added benefit of reducing energy consumption. Statewide, pumping water is the leading use of electrical power. For Purissima Hills Water District, the cost of power is a significant expenditure, trailing only the costs for water and manpower.
662. In addition to green building, solar, and water conservation efforts, Los Altos Hills can promote energy conservation by advertising utility rebate programs and energy audits available through Pacific Gas and Electric, particularly connected to housing rehabilitation programs. Lower-income households, while few in Los Altos Hills, are also eligible for State sponsored energy and weatherization programs.
663. Pacific Gas & Electric (www.pge.com) provides both natural gas and electricity to residential consumers in Santa Clara County, including Los Altos Hills. The company provides a variety of energy conservation services for residents and PG&E also participates in several other energy assistance programs for lower-income households, which help qualified homeowners and renters, conserve energy and control electricity costs. These include the following:
- The California Alternate Rates for Energy (CARE) Program - Provides a 20 percent monthly discount on gas and electric rates to income qualified households, certain

non-profits, facilities housing agricultural employees, homeless shelters, hospices and other qualified non-profit group living facilities.

- **The Relief for Energy Assistance through Community Help (REACH) Program** - Provides one-time emergency energy assistance to low income customers who have no other way to pay their energy bill. REACH aims to assist who are in jeopardy of losing their electricity services, particularly the elderly, disabled, sick, working poor, and the unemployed, who experience severe hardships and are unable to pay for their necessary energy needs. Customers who have experienced an uncontrollable or unforeseen hardship may receive an energy credit up to \$200.
- **The Balanced Payment Plan (BPP)** - Designed to eliminate big swings in a customer's monthly payments by averaging energy costs over the year. On enrollment, PG&E averages the amount of energy used by the household in the past year to derive the monthly BPP amount. PG&E checks the household's account every four months to make sure that its estimated average is on target. If the household's energy use has increased or decreased dramatically, PG&E will change the amount of monthly payment so that the household does not overpay or underpay too much over the course of a year.
- **The Low-Income Home Energy Assistance Program (LIHEAP) Block Grant** - Funded by the federal Department of Health and Human Services, it provides two basic types of services. Eligible low-income persons, via local governmental and nonprofit organizations, can receive financial assistance to offset the costs of heating and/or cooling dwellings, and/or have their dwellings weatherized to make them more energy efficient. This is accomplished through these three program components:
 - **The Weatherization Program** provides free weatherization services to improve the energy efficiency of homes, including attic insulation, weather-stripping, minor home repairs, and related energy conservation measures.
 - **The Home Energy Assistance Program (HEAP)** provides financial assistance to eligible households to offset the costs of heating and/or cooling dwellings.
 - **The Energy Crisis Intervention Program (ECIP)** provides payments for weather-related or energy-related emergencies.
- **The Family Electric Rate Assistance (FERA) Program** - PG&E's rate reduction program for large households of three or more people with low- to middle-income. It enables low income large households to receive a Tier 3 (131 percent to 200 percent of baseline) electric rate reduction on their PG&E bill every month.

- **Medical Baseline Allowance Program - PG&E offers additional quantities of energy at the lowest (baseline) price for residential customers that have special medical or heating/cooling needs.**

664. **In addition, PG&E launched a campaign to hand out one million compact fluorescent light bulbs (CFLs) as part of Energy Star’s “Change a Light, Change the World” campaign in October 2007. PG&E is also educating its customers on how to work directly with manufacturers and retailers to discount the bulbs at the point of sale and are working with state and local governments to promote fluorescent lamp recycling through the California Take-It-Back Partnership.**

665. **Los Altos Hills has a Conservation Element, adopted April 26, 2007 as part of its 2007-2008 General Plan Update in order to comprehensively conserve resources and habitat in Los Altos Hills. The Conservation Element provides guidance to residential development to meet the Town’s conservation goals.**

HOUSING GOALS, POLICIES, PROGRAMS, AND OBJECTIVES

GENERAL STRATEGY

666. The Regional Housing Needs Allocation is based on regional housing needs. The Town remains committed to ensuring that residential development and housing opportunities within the Town continue along the course established by the 1988, 1998 and 2002 Housing Elements.
667. In particular, the Town's approach to providing additional low and moderate income housing opportunities will continue to emphasize the construction of new residential second units on existing lots and in future subdivisions, and the conversion of portions of existing primary residential units to secondary units. Residential second units are a practical solution for affordable housing in affluent and semirural communities such as Los Altos Hills. The Town has had success with this affordability strategy in the last Housing Element Update cycle and continues to build on that success with minor modifications based on public feedback. The advantages and benefits that second units offer include¹¹:
- Increasing residential units with minimal impacts to the Town's semirural environment;
 - Affordable rents due to the lower costs of building second units compared to single family homes;
 - Rental income for elderly or young homeowners who might not otherwise be able to afford payment or maintenance of a home on a single income;
 - Non-monetary benefits provided by renters including services, companionship and added home security.
668. In addition to encouraging second unit construction, the 1988 second unit ordinance also legalized hundreds of previously existing second units. The Town's primary affordable housing strategy will be to further encourage second unit construction through incentives, reduced fees and review time for processing second unit requests, and enhanced public awareness of the opportunity to construct second units. The Town has conducted two in-depth Second Unit Surveys to garner feedback on hurdles to second unit production and continues to be proactive in removing barriers to second unit production.
669. **In addition to second units, the Town will also address its housing needs by permitting the introduction of housing for faculty, employees and students on the Foothill College site. Furthermore, housing for employees will be permitted at non-residential uses in Town (i.e. Fremont Hills Country Club, Packard Foundation, Westwind Barn). These actions will help in the creation of affordable housing opportunities in Los Altos Hills while helping in the reduction of commute traffic.**

¹¹ From *Rural by Design: Maintaining Small Town Character*, Randall Arendt, et. al., American Planning Association (1994).

670. On the following pages are a series of goals, policies, programs, and quantified objectives designed to guide the Town along a path of ensuring housing opportunities for all existing and future residents of the community, while at the same time remaining true to the principles upon which the Town was incorporated - mainly preservation of a unique semirural residential environment set amidst a natural setting. None of the individual goals, policies, or programs is intended to be an entire solution to the issue of housing in the Town, but instead comprise a complete, integrated solution.

GOALS, POLICIES, AND PROGRAMS – 2009 HOUSING ELEMENT

- I. Goal** Preserve the existing character of the Town and provide housing opportunities for persons who desire to reside in a semirural and environmentally sensitive environment.
 - A. Policy** Ensure that all new residential development and reconstruction and rehabilitation of existing residences preserves the natural environmental qualities which significantly contribute to the semirural atmosphere of the Town, including the hills, ridgelines, views, natural water courses, and the native trees.
 - B. Policy** Continue to guide residential development in a manner that is sensitive, particularly in areas with significant environmental constraints.
 - C. Policy** Protect areas with exceptional natural value.
 - D. Policy** Ensure that reasonable opportunities are available for new residential development and reconstruction, and rehabilitation of existing residences while preserving, as much as possible, existing views, hills, ridgelines, water courses, riparian vegetation, significant open spaces, and native trees.
 - E. Policy** Require landscaping to soften the visual impact of new development on the surrounding community.
 - F. Policy** Require storm water drainage and erosion control systems to be designed to maintain, to the greatest extent possible, existing water drainage patterns and to protect existing downstream lands from flooding and flooding related hazards.
 - 1. Program** Review all new residential development and reconstruction and rehabilitation of existing residences through the Site Development Permit review process, which focuses on development siting as

well as issues of grading, drainage, access, and landscape screening as visual mitigation.

<i>Time Frame:</i>	<i>Ongoing</i>
Responsible Agency:	Planning
Quantified Objective:	N/A

2. **Program** Work with County of Santa Clara, mid-peninsula cities, the Mid-peninsula Regional Open Space District and other public agencies to promote open space programs that are compatible with the Town’s goals and policies, especially within the Town and its Sphere of Influence. (Policies A - D)

Time Frame:	Ongoing
Responsible Agency:	Planning/Public Works
Quantified Objective:	N/A

II. Goal Maintain and preserve the quality of the Town’s housing stock.

- G. Policy** Rely on individual property owners to maintain the quality of the Town’s housing stock on an individual basis.

3. **Program** Participate through Santa Clara County in the Federal Housing and Community Development Block Grant Program to provide housing rehabilitation loans for low and moderate income housing units/households. Make available to the Town residents information about CDBG funds on the Town Website.

Time Frame:	Ongoing
Responsible Agency	Planning/City Manager
Quantified Objective:	N/A

4. **Program** Enforce the Uniform Housing Code through an on-going program of enforcement and abatement based on complaints from Town residents.

Time Frame:	Ongoing
Responsible Agency	Building Department
Quantified Objective:	N/A

III. Goal Ensure that all local housing needs and the Town's fair share of the regional housing needs are met.

H. Policy Facilitate the private development of new residential units and the reconstruction and rehabilitation of existing residential units to meet the identified housing needs for all income levels of the community and provide for variety of housing opportunities.

5. Program Continue to facilitate and expedite the development of new and the rehabilitation and reconstruction of existing residential units.

The prompt processing of subdivision and Site Development applications and building permits has resulted in average construction rates consistent with the projected demand for housing in Los Altos Hills. The Town will continue to assist property owners and the development community in the housing development process.

Time Frame:	Ongoing (Yearly Update)
Responsible Agency:	Planning/Building
Quantified Objective:	13 above-moderate units

6. Program Continue the annexation of lands within the Town's Sphere of Influence to increase the Town's supply of lands suitable for residential development.

Time Frame:	Ongoing
Responsible Agency:	Planning/City Council
Quantified Objective:	3 very low, 3 low and 3 moderate

7. Program Analyze the potential annexation of the prezoned 95 lots within the Spalding/Magdalen neighborhood, potentially including an evaluation of the desire of residents to be annexed.

Time Frame:	Ongoing
Responsible Agency:	City Council
Quantified Objective:	10 moderate units 3 low units

- 8. Program** **Modify the Zoning Ordinance to allow non-residential uses with approved Use Permits located within Los Altos Hills to provide on-site housing for employees.**

Modify the zoning ordinance to change conditional uses to allow housing for employees. Through this revision, non-residential uses will be able to create opportunities for a number of employees of these non-residential uses to live on-site in Los Altos Hills. This will help in the creation of affordable housing opportunities in Los Altos Hills, including housing for extremely low income households, while helping in the reduction of commute traffic.

Time Frame:	Ordinance change December 2011
Responsible Agency:	City Council
Quantified Objective:	5 extremely low, very low and low income

- 9. Program** **Continue to encourage room rentals as means of providing affordable housing options within existing housing stock.**

Time Frame:	Ongoing
Responsible Agency:	Planning
Quantified Objective:	N/A

- 10. Program** **Maintain and make available on the City’s website information on the construction of new, and rehabilitation of existing, residential units.**

Time Frame:	Ongoing
Responsible Agency:	Planning/Building
Quantified Objective:	N/A

- I. Policy** Provide opportunities for lower cost housing through the development of residential second units, including new second units and those developed through the conversion of portions of existing primary units. The Town's goal is that 20 percent of all newly constructed residential units are new or converted secondary units.

- 11. Program** Continue to provide a review process to allow staff level approval of all residential second units.

Since the adoption of the 1998 Housing Element, the Town has successfully adopted an administrative review process for residential second units whereby any second units that conform to development standards may be approved at staff level. **This has resulted in an expedited process and the production of 61-second units during the last planning period from 1999 through 2006.** The Town will continue to encourage and facilitate the production of second units through the expedited administrative review process.

Time Frame:	Ongoing
Responsible Agency:	Planning
Quantified Objective:	N/A

- 12. Program** Develop a residential second unit brochure **for placement on the Town's website**, to be **made** available at the Town's public information counter and provided to each applicant for development of a residential parcel within the Town, to existing residents interested in developing new second units or converting portions of existing primary units, and to seniors seeking opportunities to remain in Los Altos Hills. The second unit brochures shall also be provided to all owners of property rezoned and annexed to the Town of Los Altos Hills. Brochures shall include information regarding incentives for construction of secondary units, such as an expedient administrative review process; waiver of the housing fee, **and under specified criteria, the building permit and sewer hook-up fees; and modified parking requirements.** The Town will annually review these incentives to evaluate their effectiveness in encouraging second units affordable to extremely low, very low, low and moderate income households and report to State HCD as part of the Town's annual Housing Element review. To the extent these incentives appear ineffective; the Town will adopt additional

incentives and revise its Housing Element accordingly.

Time Frame:	Disseminate brochure by December 2012. Review effectiveness of incentives on an annual basis.
Responsible Agency:	Planning/Building
Quantified Objective:	Produce an average of 7 new second units per year.

- 13. Program Develop and adopt reasonable criteria for reducing or waiving building permit and sewer hook-up fees for second units.**

Time Frame:	August 2013
Responsible Agency:	Planning/Building
Quantified Objective:	N/A

- 14. Program Evaluate changing or reducing parking requirements for second units (i.e. allowing tandem parking for second units).**

Time Frame:	December 2012
Responsible Agency:	Planning/Building
Quantified Objective:	N/A

- 15. Program Update the Second Unit ordinance to allow detached second units to have basements which do not count towards Maximum Floor Area (MFA). This will allow the second units to be developed with more than two (2) bedrooms, accommodating larger extremely low income (ELI) households.**

Time Frame:	December 2011
Responsible Agency:	Planning/Building
Quantified Objective:	N/A

- J. Policy Work and cooperate with the Foothill-DeAnza Community College District in the development of student, faculty and employee housing apartments at Foothill College.**

- 16. Program Support Foothill College in potential future development of affordable student, faculty, and employee housing on the**

College properties, and provide incentives for development through an expedited review process, establishment of enabling provisions in the General Plan and Zoning, and provision of funding support. The Town will meet twice within the planning period in an effort to explore the possibility of student and employee housing including affordable housing for extremely low income household. The Town will amend the General Plan to change the Foothill College designation from P (Public School) to PC (Public College), and identify multi-family residential as a permitted use. In addition, the Zoning Code will be amended to permit sites designated PC in the General Plan to allow multi-family residential at densities of 20 units/acre. When there is an appropriate opportunity, the Town will meet with multi-family housing developers and the college to discuss the proposal and work to find ways to expedite the processing of permits. Apply to the Santa Clara County Office of Affordable Housing for CDBG and HOME funds, and to the Housing Trust Fund of Santa Clara County in support of development of housing affordable to extremely low, very low and low income households at the College.

Time Frames:

Identify incentives and provide expedited review process - December 2011 and Ongoing

Communicate twice to college during the planning period - 2011 and 2014.

General Plan and Zoning Code Text Amendments – December 2011

Identify funding sources annually and apply for funding – Ongoing (at preapplication phase of projects)

Responsible Agency:

Planning/ City Manager/ City Council

Quantified Objective: N/A

K. Policy Participate with Santa Clara County, the Association of Bay Area Governments, and the State Department of Housing and Community Development in the routine assessment of local and regional housing needs as they relate to the Town.

17. Program At least once every eight years participate in the determination of the Town's local housing needs.

Time Frame: 2014
Responsible Agency: Planning/City Council
Quantified Objective: N/A

18. Program Maintain an inventory of sites, either manually or by computerized data base, suitable for residential development, based on available environmental and infrastructure information.

Time Frame: Ongoing
Responsible Agency: Planning/Public Works
Quantified Objective: N/A

19. Program At least once at the beginning and once at the end of the eight-year timeframe of the Housing Element, conduct Town-wide surveys to ascertain information on rental rates of rooms and second units, occupancy status, structural condition of unit or room.

Time Frame: 2009, 2014
Responsible Agency: Planning
Quantified Objective: N/A

20. Program Maintain an inventory of second units and provide monthly and yearly updates on the construction of second units.

At mid-point in the timeframe of the Housing Element, the Town will compare the results of the tracking system with its regional housing needs allocation (RHNA) for **extremely low**, very low, low and moderate-income families. If RHNA is not being met, the City will develop alternative strategies for addressing the housing needs of low, lower and moderate-income families.

Time Frame:	Annually-Ongoing
Responsible Agency:	Building/Planning
Quantified Objective:	N/A

- L. Policy** Review Town policies and regulations on a regular basis to ensure that the regulations, the process, and the fees do not lead to unnecessary impediments to housing development nor unnecessary increases in housing development costs.

- 21. Program** Review all building and planning fees on a regular basis to assure that fees charged provide for but do not exceed the Town's costs of delivering services and adjust accordingly. The Town completed a review of development fee charges in Fall of 2002 that resulted in the recommendation to reduce building permit fees for new single-family residences and residential second units. Town Council approved the recommended reductions and adopted the Ordinance in March 2003.

Time Frame:	Annually
Responsible Agency:	City Council
Quantified Objective:	N/A

- M. Policy** Maintain and provide pertinent information pertaining to environmental constraints affecting residential development.

- 22. Program** Develop, maintain, and make available pamphlets, brochures, and other written information on the Town's development and environmental constraints and permitting process.

Time Frame:	Ongoing (Yearly Update)
Responsible Agency:	Planning/Building
Quantified Objective:	N/A

- 23. Program** As per Government Code Section 65302 requirements, the Town will amend the Safety and Conservation Elements of the General Plan to include analyses and policies regarding flood hazard and management. The Town shall also annually review the Land Use Element of the General Plan for those areas subject to flooding as identified by the Flood Plan prepared by the Federal Management Agency or the Department of Water Resources (DWR). Upon any amendment to the General Plan, the Housing Element will be reviewed for internal consistency

and amended as appropriate.

Time Frame:	Ongoing (Annual Review)
Responsible Agency:	Planning/Building
Quantified Objective:	N/A

IV. Goal To encourage energy conservation to lower housing operation costs, reduce demands on existing energy systems, reduce greenhouse gas emissions, and preserve non-renewable resources.

N. Policy Recommend and promote energy conservation in existing and new housing.

24. Program Enforce the use of energy conserving features required by the latest edition of the Uniform Building Code and applicable provisions of the California Government Code.

Time Frame:	Ongoing
Responsible Agency:	Building
Quantified Objective:	N/A

25. Program Refer interested citizens to PG&E for information on energy conservation.

Time Frame:	Ongoing
Responsible Agency:	Building
Quantified Objective:	N/A

26. Program Monitor the results of the Town's Development Area bonus program for solar panels to quantify the number of new solar panels constructed annually.

Time Frame:	Ongoing
Responsible Agency:	Building
Quantified Objective:	N/A

27. Program Monitor the results of the pervious surface Development Area credit program.

Time Frame:	Ongoing
Responsible Agency:	Building
Quantified Objective:	N/A

28. Program Monitor the results of the Town's Green Building Ordinance.

Time Frame: Ongoing
Responsible Agency: Building/Planning
Quantified Objective: N/A

O. Policy Recommend and promote water conservation in existing and new housing.

29. Program Study, create, and implement a plan incentivizing and enforcing water conservation measures in new residential construction to comply with state law.

Time Frame: November 2010
Responsible Agency: Planning/Building
Quantified Objective: N/A

30. Program Publicize the County Water-Wise Audit and Lawn removal incentive program. Under the program residents can receive up to a \$1,000 rebate and commercial, industrial, and institutional properties can receive up to a \$10,000 rebate by replacing high water using plans such as turf grass, with low water using plants from our Approved Plant List or by installing permeable hardscape.

Time Frame: December 2012
Responsible Agency: Planning/Building
Quantified Objective: N/A

V. Goal Encourage older residents/senior citizens to remain members of the community.

P. Policy Support and encourage participation in programs for seniors in cooperation with local and regional non-profit agencies.

31. Program Continue to provide financial support to the Community Services Agency and the Los Altos Senior Center for the provision of such services as emergency assistance, nutrition and hot meal programs, information and referral, and senior care management.

Time Frame: Ongoing
Responsible Agency: City Council/City Manager

Quantified Objective: **\$10,000 in annual contributions**

- 32. Program Support Senior Housing Solutions (formerly Project Match), a home sharing service that matches seniors interested in sharing their homes with other seniors, including publicizing Senior Housing Solutions its services via articles in local newspapers and newsletters, and including financial support to assist Senior Housing Solutions. Senior Housing Solutions is headquartered in Milpitas and operates throughout the Peninsula.**

Time Frame: **Ongoing**
Responsible Agency: **City Council/City Manager**
Quantified Objective: **0 - \$5,000**

VI. Goal Eliminate discrimination in housing access based on race, religion, national origin, age, sex, marital status or physical handicap, and other arbitrary barriers that prevent choice of housing.

- Q. Policy Refer complaints of discrimination to groups such as the Mid-peninsula Citizens for Fair Housing to provide fair housing services.**

- 33. Program The County of Santa Clara contracts with Mid-Peninsula Citizens for Fair Housing for provision of fair housing education, outreach and counseling services. While not providing direct funding to Mid-Peninsula Citizens for Fair Housing, the Town of Los Altos Hills is one of several jurisdictions that participate with the County of Santa Clara in providing fair housing services to its residents and make use of the programs available through Mid-Peninsula Citizens for Fair Housing. The Town will prepare a handout with information on this service and will make it available at the public counter, and provide a link on the Town's Web-site.**

Time Frame: **Provide fair housing brochures and website link by December 2012.**
Responsible Agency: **Planning/City Manager**
Quantified Objective: **NA**

R. Policy Address the housing needs of persons with special needs, including persons with disabilities, and persons in need of emergency or transitional housing.

34. Program As part of this Housing Element, the Town has conducted a review of zoning, building codes, and permit processing, and has identified the following actions appropriate to better facilitate the provision of accessible housing:

- Amend the definition of “family” within the zoning ordinance to be inclusive and non-discriminatory.
- Establish written procedures for reasonable accommodation requests for persons with disabilities with respect to zoning, permit processing and building laws.

Time Frame:	Zoning Ordinance Revisions by December 2012
Responsible Agency:	Planning/City Manager
Quantified Objective:	N/A

35. Program Refer any individual or household in need of emergency shelter to appropriate agencies and organizations.

Time Frame:	Ongoing
Responsible Agency:	Planning/City Manager
Quantified Objective:	N/A

36. Program As required by State Law, amend the Zoning Ordinance to allow an emergency/homeless shelter at the Foothill Community College District site by right. It will be allowed as a permitted use without a conditional use permit or other discretionary permit. The size of the District property is adequate to accommodate future, potential homeless population in the Town. The Foothill parcel is 122 acres, with over 20 acres of undeveloped land. This is rare part of Los Altos Hills that is close to public transit and other services, and is thus the most realistic area for an emergency shelter - larger, flatter, and more connected than most of the Town. In addition, the landowner/major stakeholder has been involved in the conversation about the rezoning to allow for emergency shelters and is amenable to the potential for an emergency shelter. The Town will also permit single room occupancy

structures at Foothill Community College with a conditional use permit.

Time Frame: Zoning Ordinance Revisions within one year of adoption of the Housing Element.

Responsible Agency: City Council
Quantified Objective: N/A

- 37. Program** Meet with Hidden Villa, an educational community organization in the Town's Sphere of Influence, to discuss potential partnership on transitional housing services.

Time Frame: 2012
Responsible Agency: Planning
Quantified Objective: N/A

- 38. Program** Pursuant to SB 2, amend the Zoning Code permit transitional and supportive housing as a residential use within the R-A zone, and only subject to those restrictions that apply to other residential uses of the same type in the same zone.

Time Frame: December 2012
Responsible Agency: Planning
Quantified Objective: N/A

VII. Goal Preserve neighborhood quality while ensuring an expedient development review process.

- S. Policy** Review all new proposed residential development via the Site Development Permit process to ensure compatibility among existing community standards.

- 39. Program** Review and update development review procedures in coordination with city departments and other responsible agencies to ensure efficient customer service and expedient delivery of development review services.

Time Frame: Ongoing
Responsible Agency: Planning/City Council
Quantified Objective: N/A

T. Policy Encourage rehabilitation and reconstruction of existing residential units compatible with the established neighborhood character.

40. Program Establish and implement residential development guidelines to assist in design and review.

Time Frame: December 2012
Responsible Agency: Planning/City Manager
Quantified Objective: N/A

U. Policy Maintain and improve necessary community services as needed to accommodate new residential development.

41. Program Update 2006 Community Survey that evaluates the condition and need for community services and report to City Council.

Time Frame: 2014
Responsible Agency: Planning
Quantified Objective: N/A

42. Program Continue to participate as part of the Urban County to access Community Development Block Grant (CDBG) and Housing Trust of Santa Clara County funds through Santa Clara County. Apply to the County for specific community service projects to provide financial support for Senior Housing Solutions and Mid-Peninsula Housing Coalition projects.

Time Frame: Ongoing - Apply to the County as specific projects are proposed
Responsible Agency: Planning/City Manager
Quantified Objective: N/A

43. Program Work with the City of Los Altos to measure actual sewer capacity by installing flow meters throughout the system.

Time Frame: Ongoing
Responsible Agency: Public Works
Quantified Objective: N/A

VIII. Goal Prevent loss of housing due to wild land fire.

- V. Policy** Encourage undergrounding of overhead transmission lines in areas of relatively high risk for wildland fires.

- 44. Program** Make available material including brochures and pamphlets to educate the Town public on the benefits of undergrounding utility lines.

Time Frame: December 2012
Responsible Agency: Public Works
Quantified Objective: N/A

- W. Policy** Cooperate with the Fire Department on fire prevention efforts including brush and weed abatement.

- 45. Program** Make available material on the Town's Web Site to educate the Town public on the benefits of and requirements for brush and weed abatement.

Time Frame: December 2012
Responsible Agency: Fire/Building
Quantified Objective: N/A

- X. Policy** Reduce prevalence of invasive, non-native plant species that may contribute to wild land fire.

- 46. Program** Continue the Town's policy requiring the removal of eucalyptus trees as a condition of development approval for new residences, additions, or alterations to structures which individually or cumulatively equal or exceed 1,200 square feet of floor area.

Time Frame: Ongoing
Responsible Agency: Planning
Quantified Objective: N/A

- Y. Policy** Cooperate with Purissima Hills Water Department on hydrant upgrades.

- 47. Program** Make available material on the Town's Web Site to educate the Town public on the hydrant upgrades requirements.

Time Frame:	December 2012
Responsible Agency:	Public Works
Quantified Objective:	N/A

- Z. Policy** **Continue to implement Wildland-Urban Interface Area policies for major additions and new home construction.**

Time Frame:	Ongoing
Responsible Agency:	Fire/Building
Quantified Objective:	N/A

Summary of Objectives

671. **The Town is required to quantify the Town’s objectives for new residential construction during the 2007-2014 planning period and compare this with Los Altos Hills’ regional housing growth needs (RHNA) by income category. The Town has already made substantial progress in addressing its RHNA, with 64 single-family homes and 21 second units issued building permits between January 2007- December 2009. During this same period, building permits were issued for 21 new second units. The Town’s 2009 Second Unit Survey provides the basis estimating the affordability of these units. As presented earlier in Table 4, 85 percent of “newer” second units (built after 1999) rented at ranges affordable to extremely low and very low income households, with the remaining two percent renting at levels affordable to low income households, 11 percent at levels affordable to moderate income households, and two percent renting at levels appropriate for above moderate income households.**
672. **Based on the Housing Element community input process, several programs have been added to the Element to further increase the rate of second unit production (Programs 11-15), including reduced building and sewer hook-up fees, modified parking requirements, expedient administrative review, and distribution of a brochure promoting second units. Furthermore, the Second Unit Survey reveals a high level of interest among homeowners in constructing second units, with 17 percent of the respondents, totaling 155 households, indicating they were considering building second units within the next five years. The annexation of lands into Los Altos Hills will increase the potential for construction of second units on properties containing one acre. Given these combined factors, the Town’s objective is to produce 9 second units per year (a modest increase of 2 units per year above the 2007-2009 rate), for a total of 36 units during the remaining 2010-2014 Housing Element planning period; the income distribution of these second units is based on the Town’s 2009 Second Unit Survey. Based on the residential sites inventory (Appendix F), combined with past levels of development, the Town’s objective is to produce 15 single-family units annually, or 60 units during the 2010-2014 period; all single-family units are assumed to be**

affordable to above moderate income households.

673. In addition to second units and single-family homes, the Town will also address its housing needs by encouraging and facilitating the introduction of housing for faculty, employees and students on the Foothill College site. Furthermore, housing for employees will be permitted at non-residential uses in Town (i.e. Fremont Hills Country Club, Packard Foundation, Westwind Barn). The Town has established an objective to achieve 40 new units through the provision of housing at Foothill College and/or other on-site employee housing. Given the nature of such housing, it is assumed that half the units would be affordable to low income households, and half affordable to moderate income households.
674. Table 8 summarizes Los Altos Hills' residential construction objectives for the entire 2007-2014 Housing Element period, and compares this with the Town's RHNA allocation. As illustrated, through a combination of second units, single-family home development, and the introduction of housing at Foothill College and on-site employee housing, Los Altos Hills is able to address its regional housing needs by income category.

Table 8 Residential Unit Construction Objectives 2007 –2014				
Residential Unit Type	ABAG Regional Fair Share 2007-2014	1/2007-12/2009 (already produced)	2010-2014 (Estimated Future Production*)	Total
Extremely Low	13	9	15	24
Very Low	14	9	15	24
Low	19	1	21	23
Moderate	22	2	24	26
Above Moderate	13	64	61	125
Total	81	85	136	221

* Estimated future production based on 9 second units/year, 15 new single-family residences/ year and 40 units on Foothill College and/or other on-site employee housing.

675. Table 9 is based on the information provided in Table 8 “already produced” and represents the same applied ratios for residential unit types for the remodeled and rehabilitated housing stock.

Table 9 Estimate of New, Rehabilitated, and Conserved Units 2007 –2014			
Residential Unit Type	New Construction	Rehabilitation	Conservation (2nd units)
Extremely Low	24	53	n/a
Very Low	24	53	n/a
Low	23	50	n/a
Moderate	26	58	n/a
Above Moderate	125	277	n/a
Total	221	491	n/a

*Town has no government assisted affordable housing. Replacement or loss of 2nd units (the Town’s affordable housing stock) is not tracked at this time.

APPENDIX A



Los Altos Hills 2009-2014 Housing Element Update

Second Unit Survey

A key component of the Housing Element update is planning for future housing needs, including the provision of affordable housing. In Los Altos Hills, second units provide the greatest opportunity to meet affordable housing requirements while maintaining the rural character of the Town. For this reason, the Town is collecting information on second units to determine who lives in them, rent ranges (if applicable), size, and additional steps the Town can take to encourage construction of second units.

Note: *Please be advised that this survey is to be completed anonymously and that no identifying information is required or requested from the person completing the survey.*

A second unit, as defined by the State, is a self-contained residential dwelling either attached to the main house or in a separate structure on the property. The unit shall include all of the following:

- a. A bedroom
- b. A full bathroom
- c. A separate cooking facility

If you have a second unit, please circle the appropriate letter for the responses in Section A and then proceed to Section C.

If you do not have a second unit, please fill out Sections B and C.

SECTION A

1. Is the unit
 - a) Attached to your main house?
 - b) Detached from the main house?

2. Type of unit:
 - a) Studio
 - b) 1 bedroom
 - c) 2 bedrooms
3. About how old is your unit?
 - a) Built before 1956
 - b) Built between 1956 and 1989
 - c) Built between 1989 and 1999
 - d) After 1999
4. Is the unit occupied?
 - a) Yes (if “yes,” please answer questions 5 through 9)
 - b) No (if “no,” ignore questions 5 through 9 and go to question 10)
5. What is the monthly rent of your unit?
 - a) No rent is charged
 - b) Under \$800
 - c) \$800 to \$1,200
 - d) \$1,201 to \$1,800
 - e) \$1,801 to \$2,500
 - f) Over \$2,500 (please fill in amount): \$_____
6. If currently occupied, how many people live in your second unit?
 - a) 1 person
 - b) 2 people
 - c) 3 people
 - d) Other_____
7. Please select the age groups of current occupants of your unit.
 - a) Under 16 years
 - b) 16-30 years
 - c) 31-55 years
 - d) Over 55 years

8. Second unit's occupants' primary form of transportation:
- a) Car (if yes, how many? _____)
 - b) Public transportation
 - a) Bicycle
 - b) Walk
9. Second unit occupants' occupation:
- a) Student
 - b) Caretaker
 - c) Retired
 - d) Professional
 - e) Other _____
 - f) Don't know
10. If you don't currently rent your unit, what would you expect to charge if you did?
- a) Under \$800
 - b) \$800 to \$1,200
 - c) \$1,201 to \$1,800
 - d) \$1,801 to \$2,500
 - e) Over \$2,500 (please fill in amount): \$ _____

SECTION B

(To be completed by residents with no secondary dwelling)

11. To your best knowledge, do you have at least 500 square feet of undeveloped Floor Area (building square footage) and Development Area (buildings plus all other structures including driveway, patios, pool, etc.) available for additional development?
- a) Yes
 - b) No
 - c) Don't know

12. Are you considering building a second unit in the next five years?
- a) Yes
 - b) No

SECTION C

13. Would you support granting a Floor Area/Development Area bonus allowing increased Floor Area/Development Area for the exclusive purpose of constructing a second unit?
- a) Yes
 - b) No
14. Please provide any additional thoughts or suggestions on second units in Los Altos Hills, including possible ways the Town can encourage their construction.

APPENDIX B
2009 SECOND UNIT SURVEY RESULTS

2009 2nd Unit Survey Results			
Total Surveys Mailed:	2850		
Total Responses Received by 4/6/09:	1043	36.60%	Response
Respondents with a 2nd Unit:	174		
Respondents without a 2nd Unit:	869		
SECTION A- Respondents with a 2nd Unit			
Question 1 -IS THE UNIT ATTACHED OR DETACHED?			
A ATTACHED TO MAIN HOUSE		63	37.28%
B DETACHED FROM MAIN HOUSE		106	62.72%
	Total:	169	
Question 2 -TYPE OF UNIT			
A STUDIO		48	28.07%
B 1 BEDROOM		84	49.12%
C 2 BEDROOM		39	22.81%
	Total:	171	
Question 3 -HOW OLD IS YOUR UNIT?			
A BEFORE 1956		27	15.52%
B 1956-1989		66	37.93%
C 1989-1999		36	20.69%
D AFTER 1999		45	25.86%
	Total:	174	
Question 4 -IS UNIT OCCUPIED?			
A YES		71	43.03%
B NO		94	56.97%
	Total:	165	

Appendix B – Second Unit Survey Results

Question 5 -WHAT IS THE MONTHLY RENT?			
A No rent charged		35	42.17%
B <\$800		6	7.23%
C \$800-\$1,200		20	24.10%
D \$1,201-\$1,800		10	12.05%
E \$1,801-\$2,500		11	13.25%
F >\$2,500		1	1.20%
	Total:	83	
Question 6 - HOW MANY PEOPLE LIVE IN UNIT?			
A 1 Person		40	54.05%
B 2 People		24	32.43%
C 3 People		5	6.76%
D Other		5	6.76%
	Total:	74	
Question 7 -AGE OF OCCUPANTS			
A UNDER 16		5	6.33%
B 16-30		17	21.52%
C 31-55		38	48.10%
D OVER 55		19	24.05%
	Total:	79	
Question 8 -OCCUPANT'S PRIMARY MEANS OF TRANSPORTATION			
A-1 CAR-1		49	64.47%
A-2 CAR-2		19	25.00%
A-3 CAR-3+		2	2.63%
B PUBLIC TRANSPORT		2	2.63%
C BIKE		2	2.63%
D WALK		2	2.63%
	Total:	76	
Question 9 -OCCUPANT'S OCCUPATION			
A STUDENT		11	14.47%
B CARETAKER		4	5.26%
C RETIRED		12	15.79%
D PROFESSIONAL		34	44.74%
E OTHER		14	18.42%
F DON'T KNOW		1	1.32%
	Total:	76	

Appendix B – Second Unit Survey Results

Question 10 -EXPECTED RENT			
A No rent charged		9	8.04%
B <\$800		39	34.82%
C \$800-\$1,200		36	32.14%
D \$1,201-\$1,800		19	16.96%
E \$1,801-\$2,500		9	8.04%
F >\$2,500		0	0.00%
	Total:	112	
SECTION B- Respondents without a 2nd Unit			
Question 11 -HAVE 500 SQ. FT OF DEVELOPMENT AREA?			
A YES		392	44.39%
B NO		316	35.79%
C NOT SURE		175	19.82%
	Total:	883	
Question 12 -ARE YOU CONSIDERING BUILDING 2ND UNIT IN 5 YEARS?			
A YES		155	17.75%
B NO		716	82.02%
C NOT SURE		2	0.23%
	Total:	873	
SECTION C- Development Bonus			
Question 13 -DO YOU SUPPORT F.A or D.A. BONUS?			
A YES		519	49.76%
B NO		384	36.82%
NO ANSWER		140	13.42%
	Total:	1043	

APPENDIX C
HOUSING ELEMENT COMMUNITY SURVEY



**Los Altos Hills 2009-2014
Housing Element Update**

Public Comment Card

The Town of Los Altos Hills is in the process of updating its Housing Element. The Housing Element is part of the General Plan, a comprehensive, long-term planning document which guides the physical development of the Town. As required by State law, the Housing Element is updated every five years and must identify key policies, strategies and programs to maximize affordable housing opportunities for the community and plan for housing to meet the Town's "fair share" of regional housing needs.

Please provide us with your input for the Housing Element update:

- 1. What do you see as the greatest strengths of Los Altos Hill's housing and community?** *(Check as many as needed)*

- | | |
|---|---|
| <input type="checkbox"/> Small town atmosphere | <input type="checkbox"/> Single-family residential character |
| <input type="checkbox"/> Quality of housing | <input type="checkbox"/> Semi rural setting, with large (1 acre +) lots |
| <input type="checkbox"/> Open space & natural environment | |
| <input type="checkbox"/> Other _____ | |

- 2. What do you think are the most pressing housing issues facing Los Altos Hills?**

(Check as many as needed)

- | | |
|---|---|
| <input type="checkbox"/> Affordability | <input type="checkbox"/> Lack of housing options |
| <input type="checkbox"/> Adequate housing for seniors | <input type="checkbox"/> Housing options for future generations |
| <input type="checkbox"/> Other _____ | |

3. How do you think the Town should address housing issues in the Housing Element Update? (Check as many as needed)

- ☐ Encourage more second units ☐ Allow development of senior housing
☐ Allow employee housing on non-residential properties (i.e. Foothill College, etc.)
☐ Other _____

4. Any additional Comments for the Housing Element?

When you have completed this form, please mail it in the enclosed envelope.
No stamp is needed.

APPENDIX D
HOUSING ELEMENT PUBLIC COMMENT CARD RESULTS

2009 Public Comment Card Results		
1043 Total Responses		
	Total	%
1. What do you see as the greatest strengths of Los Altos Hills' housing and community? (Check as many as needed)		
Small Town Atmosphere	549	53%
Quality and condition of houses	413	40%
Open space & natural environment	777	75%
Single-family residential character	617	59%
Semi rural setting, with large (1 acre +) lots	876	84%
2. What do you think are the most pressing housing issues facing Los Altos Hills? (Check as many as needed)		
Affordability	370	35%
Adequate housing for seniors	205	20%
Lack of housing variety (only single-family)	56	5%
Housing options for future generations	260	25%
3. How do you think the Town should address housing issues in the Housing Element Update? (Check as many as needed)		
Encourage more second units	407	39%
Allow employee housing on non-residential properties	255	24%
Allow development of senior housing	262	25%

APPENDIX E

2002 HOUSING ELEMENT IMPLEMENTATION

The following presents a program by program analysis of the Town's implementation of the 2002 Housing Element goals, policies, and programs.

- I. Goal** Preserve the existing character of the Town and provide housing opportunities for persons who desire to reside in a rural environment.
 - A. Policy** Ensure that all new residential development and reconstruction and rehabilitation of existing residences preserve the natural environmental qualities which significantly contribute to the rural atmosphere of the Town, including the hills, ridgelines, views, natural water courses, and the native trees.
 - B. Policy** Prohibit or limit residential development in areas with significant environmental constraints through development prohibition, avoidance, setbacks, and/or in-kind replacement.
 - C. Policy** Protect areas with exceptional natural value through development prohibition, avoidance, setbacks, in-kind replacement, and where feasible, obtain ownership or easements to allow stewardship via open space and conservation programs.
 - D. Policy** Ensure that all new residential development and reconstruction, and rehabilitation of existing residences preserves, as much as possible, existing views, hills, ridgelines, water courses, riparian vegetation, significant open spaces, and native trees.
 - E. Policy** Require landscaping to soften the impact of new development on the surrounding community.
 - F. Policy** Require storm water drainage and erosion control systems to be designed to maintain, to the greatest extent possible, existing water drainage patterns and to protect existing downstream lands from flooding and flooding related hazards.
 - 1. Program** Review all new residential development and reconstruction and rehabilitation of existing residences through the Site Development Permit review process, which focuses on development siting as well as issues of grading, drainage, access, and landscape screening as visual mitigation. (Policies A - F)

The Town continues to review all new residential development and

rehabilitation projects through the Site Development Permit review process to ensure consistency with applicable regulations and policies related to development standards, grading, drainage, and aesthetics. This program has been carried into the current Element as Program 1.

- 2. Program** Work with County of Santa Clara, midpeninsula cities, the Midpeninsula Regional Open Space District and other public agencies to promote open space programs which are compatible with the Town's goals and policies, especially within the Town and its Sphere of Influence. (Policies A - F)

The Town continues to be committed to pursuing its own open space policies outlined in its General Plan, as well as supporting any future regional efforts to promote open space that are consistent with the Town's policies. This program has been carried into the current Element as Program 2.

II. Goal Maintain and preserve the quality of the Town's housing stock.

- G. Policy** Rely on individual property owners to maintain the quality of the Town's housing stock on an individual basis.

- 3. Program** Participate with Santa Clara County in the Federal Housing and Community Development Block Grant Program to seek funding to provide housing rehabilitation loans for low and moderate income housing units/households. Make available to the Town residents information about CDBG funds for housing rehabilitation loans for low and moderate income housing units/household on the Town Website.

Ongoing. As previously discussed, the Town's housing stock is in good condition and the average household income is among the highest in the County. Because of this there has been relatively little need for participation in the CDBG Program. However, the Town did publicize this program in the Town newsletter in June 2004 and again in December 2008. The Town will continue to work through the County of Santa Clara to make sure funds are available should the need arise to assist Town residents with rehabilitation projects. This program has been carried forward into the current Element as Program 3.

- 4. Program** Enforce the Uniform Housing Code through an on-going program of enforcement and abatement based on complaints from Town residents.

Ongoing. The Town's Municipal Code has provisions for enforcement, including the use of abatement procedures if warranted. Abatement procedures are initiated by the Town's residences. This program has been carried forward into the Current Element as Program 4.

- III. Goal** Ensure that all local housing needs and the Town's fair share of the regional housing need are met.

- H. Policy** Facilitate the private development of new residential units and the reconstruction and rehabilitation of existing residential units to meet the identified housing needs for all income levels of the community.

- 5. Program** Continue to facilitate and expedite the development of new and the rehabilitation and reconstruction of existing residential units.

Ongoing. The prompt processing of subdivision and design review applications and building permits has resulted in average construction rates consistent with the projected demand for housing in Los Altos Hills. The Town will continue to assist the property owners and development community in the housing development process.

The Town permitted 126 residential permits in the previous cycle, exceeding the 2002-2006 RHNA number of 83 units.

The Town has made available a "fast-track" program for developers and homeowners that expedites the review process which meet all of the Town's regulations and have little or no neighborhood opposition. A pamphlet has been created and made available to inform residences and prospective builders on the fast-track review process. The Town will continue to explore ways to develop current and new strategies of informing its residents and prospective builders of the permitting process. This program has been carried forward into the current Element as Program 5.

- 6. Program** Continue the annexation of lands within the Town’s Sphere of Influence to increase the Town’s supply of undeveloped lands suitable for residential development.

Ongoing. The Town pre-zoned 11 lots in the La Loma Drive area in March 2009 for future annexation, to be completed later in 2009. The Town prezoned 82 parcels (about 20 acres) in the Eastbrook Magdalena area in March 2006. That area encompasses lots of about ¼ acre in size; in has not been annexed yet but may be in the future.

Annexation adds to the supply of available housing units in the Town of Los Altos Hills. Additionally, all lots of one or more acres in size can potentially accommodate a secondary unit thus increasing the supply of affordable rental units. While some prezoned land has not yet been annexed, pending more analysis and more public support, the land is at least appropriately prezoned for future annexation

This program will be carried into the current Element as Programs 6 and 7.

- 7. Program** Study and pursue additional sewer capacity for the Los Altos Basin area.

Ongoing. A Sanitary Sewer Master Plan was prepared in January of 2004. More than half of the town’s parcels are currently served by septic tanks. Sewer demands will increase with new development, annexation, and failure of existing septic systems. The Town is currently working with the City of Los Altos to measure actual capacity by installing flow meters throughout the system.

- 8. Program** Prezone 95 lots within the Spalding/Magdalena neighborhood and 1) adopt minimum development standards consistent with current County zoning standards for the R1E District, 2) establishes a process for subsequent review of a development application that will require Site Development Review by the Planning Commission, and 3) adopt Santa Clara County standards for secondary units applicable to lots under one acre minimum (4.10.340).

Completed. The City Council pre-zoned this area to R-A (Residential Agriculture) in March 2006, but annexation has yet to occur.

- 9. Program** Modify the Zoning Ordinance to allow employee housing (e.g. caretaker residences) on institutional properties.

Not completed. Some non-residential properties, such as the Fremont hills Country Club and the Packard Foundation, have employee caretaker housing as part of their Conditional Use Permits. This program is continued to the next Housing Element as Program 8. It remains an appropriate program, considering high housing costs in Los Altos Hills.

- 10. Program** Develop, maintain, and make available on the City's website information on the construction of new, and rehabilitation of existing, residential units.

Ongoing. A new website was launched in December 2008, which includes information on the process of obtaining Site Development and Building permits for the construction of new residential units and the rehabilitation of existing residential units. This program is continued to the next Housing Element as Program 10.

- I. Policy** Provide opportunities for lower cost housing through the development of residential second units, including new second units and those developed through the conversion of portions of existing primary units, equating to at least 20% of all newly constructed residential units.

- 11. Program** Provide a review process to allow staff level approval of all residential second units.

Completed. Staff level approval is in place. 34 second units were approved between 2002-2006. The Town will continue to encourage and facilitate the production of second units through the expedited administrative review process. Survey results reveal high level of interest in second units among residents. This program is continued to the next Housing Element as Program 11.

- 12. Program** Revise the Zoning Ordinance to adopt a ministerial review process for secondary dwelling units in accordance with Government Code Section 65852.2 (second-unit law). The Town will submit a copy of the revised Ordinance to HCD within 60 days of adoption.

Completed. The Town's secondary unit ordinance was officially revised in January 2009, though second units have been processed administratively since 2003. A total of 34 second units were approved between 2002 and 2006.

- 13. Program** Waive the housing fee (\$1,150) for all residential second units.

Completed. The City Council waived the housing fee for second units in January of 2004.

- 14. Program** Develop a residential second unit brochure, to be available at the Town's public information counter and to be given to each applicant for development of a residential parcel within the Town, to existing residents interested in developing new second units or converting portions of existing primary units, and to seniors seeking opportunities to remain in Los Altos Hills.

Ongoing. A pamphlet explaining the review process for second units has been developed and is freely available at the public counter, and this information has been made available on the Town's website as of December 2008. This program will be carried over into the current Element as Program 12.

- J. Policy** Work and cooperate with the Foothill Community College District in the development of student, faculty, and employee housing at Foothill College by processing development applications in an expeditious manner.

- 15. Program** Meet with College District Representatives to explore opportunities with the Foothill Community College District for the development of affordable student, faculty and employee housing on the College properties, and provide incentives for development through an expedited review process.

Ongoing. Town staff met with representatives of Foothill College in early 2009 to express support for future student, faculty, and employee on-campus housing. The Community College District is not proposing any on-campus housing at this time. This program is continued to the next Housing Element as Program 16.

K. Policy Use density bonus to encourage the creation of affordable housing.

16. Program Adopt a density bonus ordinance to encourage affordable or senior housing or both in accordance with Government Code Section 65015 *et seq.*

This action was not completed. Since the Town is only zoned for single-family residences on lots of one acre or more, the only potential “density bonus” would be a Floor Area and Development Area bonus for second units. This concept is supported by about 50% of Town residents, judging from responses to the 2009 Second Unit Survey.

L. Policy Participate with Santa Clara County, the Association of Bay Area Governments, and the State Department of Housing and Community Development in the routine assessment of local and regional housing needs as they relate to the Town.

17. Program At least once every five years participate in the determination of the Town’s local housing needs.

Completed/ongoing. This Element Update assesses the Town’s housing needs since the 2002 Element. The Town is committed to continuing this pattern of frequently reassessing its housing needs as necessary. This program has been carried forward into the current Element as Program 17, with the review period extended to every eight years in line with changes in review times for housing element updates required by the State.

18. Program Maintain an inventory of sites, either manually or via the use of a computerized data base, suitable for residential development, based on available environmental and infrastructure information.

Completed/ongoing. A chart and map identifying underutilized parcels with potential for residential development was prepared in Spring 2009 as part of the current Housing Element update, which will be updated periodically. This program has been carried forward into the current Element as Program 18.

- 19. Program** At least once at the beginning and once at the end of the five-year timeframe of the Housing Element, conduct Town-wide surveys to ascertain information on rental rates of rooms and second units, occupancy status, structural condition of unit or room, etc.

Completed/ongoing. A second unit survey was sent to all residents of the Town in March 2009, inquiring about the size and rent of second units within the Town. No such work has been done for room rentals, although a review of local rental listings as background research for the current Housing Element provides cursory information on room and home rentals. This program is continued to the next Housing Element as Program 19.

- 20. Program** Maintain an inventory of secondary units and provide monthly and yearly updates on the construction of secondary units.

Ongoing. A list of all approved second units is maintained by the Town, and monthly reports on building permit activity for new residences include permits issued for second units. This has remained an effective strategy to track the number of second units approved within the Town. This program is continued to the next Housing Element as Program 20.

- M. Policy** Review Town policies and regulations on a regular basis to ensure that the regulations, the process, and the fees do not lead to unnecessary impediments to housing development nor unnecessary increases in housing development costs.

- 21. Program** Review all building and planning fees on a regular basis to assure that fees charged do not exceed the Town's costs of delivering services and adjust accordingly.

Ongoing. The Town reviews its fee structure on an annual basis to ensure that fees cover the cost of services for the community while not being to excessive. This program has been carried forward into the current Element as Program 21.

- N. Policy** Maintain and provide pertinent information pertaining to environmental constraints affecting residential development.

- 22. Program** Develop, maintain, and make available pamphlets, brochures, and other written information on the Town's development and environmental constraints and permitting process.

Ongoing. The Town maintains brochures and handouts on the development review process both at the front counter and on the Town's website. Handouts and website documents are updated regularly. This program has been carried forward into the current Element as Program 22.

- IV. Goal** To encourage energy conservation to lower housing operation costs, reduce demands on existing energy systems, and preserve non-renewable resources.

- O. Policy** Recommend and promote energy conservation in existing and new housing.

- 23. Program** Enforce the use of energy conserving features required by the latest edition of the Uniform Building Code and applicable provisions of the California Government Code.

Ongoing. The Town's Building Department reviews all building permits for compliance with applicable energy conservation requirements including Title 24 of the Uniform Building Code. This program has been carried into the current Element as Program 24.

- 24. Program** Refer interested citizens to PG&E for information on energy conservation.

Ongoing. Contact information and referrals to PG&E are made readily available by the Town to residents interested in energy conservation. This program has been carried forward into the current Element as Program 25.

V. Goal Encourage older residents to remain members of the community.

P. Policy Support and encourage participation in programs for seniors in cooperation with local and regional non-profit agencies. The County of Santa Clara contracts with Mid-Peninsula Citizens for Fair Housing for provision of fair housing education, outreach and counseling services. While not providing direct funding to Mid-Peninsula Citizens for Fair Housing, the Town of Los Altos Hills is one of several jurisdictions that participate with the County of Santa Clara in providing fair housing services to its residents and make use of the programs available through Mid-Peninsula Citizens for Fair Housing. The Town of Los Altos Hills will prepare a handout with information on this service and will make it available at the public counter. A link to the Mid-Peninsula Citizens for Fair Housing will be made available on the Town's Web-site. In addition, the Town will continue to refer complaints on discrimination in housing access to Mid-Peninsula Citizens for Fair Housing.

25. Program Continue to provide financial support to the Community Services Agency and the Los Altos Senior Center for the provision of such services as emergency assistance, nutrition and hot meal programs, information and referral, and senior care management.

Ongoing. The Town has contributed \$74,150 to the CSA of Mountain View between 2003 and 2008, and \$5,550 to the Los Altos Senior Center between 2006 and 2008. The town intends to continue this financial support. This program has been carried forward into the current Element as Program 31.

This remains an appropriate mechanism for Los Altos Hills to assist with regional homeless and emergency needs. Due to rural setting and lack of homeless population, assisting other facilities is the most effective way for the Town to prevent homelessness.

26. Program Support Project Match, a homesharing service that matches seniors interested in sharing their homes with other seniors, including publicizing Project Match its services via articles in local newspapers and newsletters, and possibly including financial support to assist Project Match.

Ongoing. Project Match no longer exists, but has been replaced with Senior Housing Solutions which manages 37 units of affordable, shared housing for low-income seniors. This program is amended and continued to the next Housing Element as Program 32.

VI. Goal Eliminate discrimination in housing access based on race, religion, national origin, age, sex, marital status or physical handicap, and other arbitrary barriers that prevent choice of housing.

Q. Policy Refer complaints of discrimination to groups such as the Mid-peninsula Citizens for Fair Housing to provide fair housing services if necessary.

R. Policy Address the housing needs of special population groups.

27. Program Promote home room rentals to college students through articles in local newspapers and newsletters and through the provision of a rental availability bulletin board at Town Hall and via postings on appropriate kiosks and housing offices at Foothill Community College and Stanford University.

Town Hall has installed a bulletin board for posting general classified advertisements including rental availability. Additionally, home room rentals for college students have been advertised through local newspaper classifieds, the Internet, and at kiosks and bulletin boards at nearby colleges and universities. This program will be amended and carried into the current Element as Program 9.

28. Program Refer any individual or household in need of emergency shelter to appropriate agencies and organizations.

The Town has an informal referral service for individuals or households in need of emergency shelter. This program has been carried forward into the current Element as Program 35.

Consistent with its commitment to implement this Policy, the Town has expanded programs to further assist and address housing needs for special population groups as part of the current Housing Element.

29. Program As required by State Law, amend the Zoning Ordinance to allow board and care facilities (defined as a facility serving six or fewer persons) is a residential use and must be permitted wherever residential uses are allowed.

Completed. No applications for board and care facilities have been

received since adoption of the ordinance.

- S. Policy** Review the Zoning Ordinance to identify provisions that could pose constraints on the development of housing for persons with disabilities, and amend the ordinance as needed to expedite retrofit efforts to comply with the Americans with Disabilities Act (ADA), require ADA compliance in all new development that is subject to ADA, and provide adequate flexibility in the development of housing for persons with disabilities.

- 30. Program** Establish procedures for review of new residential developments to ensure ADA compliance, where applicable.

Not completed. Since the Town is comprised almost entirely of single-family residences, ADA standards do not apply to most new construction. The Town has supported remodels to existing homes and new homes designed for accessibility. This program has been replaced in the current Element as Program 34.

- VII. Goal** Preserve neighborhood quality while ensuring an expeditious development review process.

- T. Policy** Review all new proposed residential development via the Site Development Permit process to ensure compatibility among existing community standards.

- 31. Program** Review and update development review procedures in coordination with city departments and other responsible agencies to ensure efficient customer service and expeditious delivery of development review services.

Ongoing. This program has been carried forward into the current Element as Program 39.

- U. Policy** Encourage rehabilitation and reconstruction of existing residential units compatible with the established neighborhood character.

- 32. Program** Establish and implement residential development guidelines to assist in design and review.

Ongoing. This program has been carried forward into the current Element as Program 40.

- V. Policy** Maintain and improve necessary community services as needed to accommodate new residential development.

- 33. Program** Update 2001 Community Survey that evaluates the condition and need for community services and report to City Council.

Completed. Community services survey completed in May 2007. This program is continued to the next Housing Element as Program 41.

- 34. Program** Continue to participate with Santa Clara County in the Federal Housing and Community Block Grant Program, with allocation of the Town's share of funds prioritized first to Town residents and programs, and then to programs that benefit the local area.

Ongoing. The Town contributed \$15,000 of CDBG money between 2005 and 2007 to the Housing Trust of Santa Clara County. This program has been carried forward into the current Element as Program 42.

- VIII.Goal** Prevent loss of housing units due to wildland fire that cost Los Altos Hills 15 housing units in 1985, and cost the Oakland Hills 3,000 units in a similar setting in 1991.

- W. Policy** Encourage undergrounding of overhead transmission lines in areas of relatively high risk for wildland fires.

- 35. Program** Make available material including brochures and pamphlets to educate the Town public on the benefits of undergrounding utility lines.

Ongoing. This program is continued to the next Housing Element as Program 44.

- X. Policy** Cooperate with the Fire Department on fire prevention efforts including brush and weed abatement.

- 36. Program** Make available material on the Town's Web Site to educate the Town public on the benefits of and requirements for brush and weed abatement.

Ongoing. Information available both at the front counter and on the Town's website. The Town also adopted an ordinance requiring the removal of Eucalyptus trees for most projects (new residences, additions, or alterations to structures which individually or cumulatively equal or exceed 1,200 square feet of floor area. This program is continued to the next Housing Element as Program 45.

Y. Policy Cooperate with Purissima Hills Water Department on hydrant upgrades.

37. Program Make available material on the Town's Web Site to educate the Town public on the hydrant upgrades requirements.

Not completed. This program is continued to the next Housing Element as Program 47.

APPENDIX F

VACANT AND UNDERUTILIZED SITE INVENTORY

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Subdivision Units	Development Constraints	Existing Use	Constraint Comments
1	182 31 065	2000 Old Page Mill Rd	D	10.9	3 to 4	A	SFD	Owner dedicated conservation easement over entire property
2	182 31 067	2050 Old Page Mill Rd	V	7.2	1 to 2	C	-	Open space designation in GP; Moderate slope
3	182 31 078	2055 Old Page Mill Rd	D	3.5	0 to 1	A	SFD	-
4	182 31 064	-	V	5.4	1 to 2	C	-	Open space designation in GP
5	182 32 017	14000 Tracy Ct	D	3.6	0 to 1	B	SFD	50% of lot >30% slope
6	182 32 030	13920 Mirmirou Dr	D	3.8	0 to 1	B	SFD	75% of lot has 50% slope. Rest 17%
7	182 32 029	13875 Mirmirou Dr	D	3.6	0 to 1	B	SFD	80% of lot has 30%+ slope
8	182 32 025	13735 Paseo Del Roble Dr	D	4.1	0 to 1	B	SFD	Consistent average slope of 33%
9	182 32 024	14975 Page Mill Rd	D	3.9	0 to 1	B	SFD	75% has 34.25%, rest is 10%
10	182 08 012	13906 Page Mill Rd	D	3	0 to 1	A	SFD	-
11	182 08 011	13830 Page Mill Rd	D	5	1 to 2	A	SFD	-
12	182 08 034	13816 Page Mill Rd	D	3.4	0 to 1	F	SFD	Odd lot configuration + Matadero Creek
13	182 50 029	27925 Roble Alto Dr	D	3	0 to 1	A	SFD	-
14	182 08 004	13818 Page Mill Rd	D	9.4	2 to 3	B	SFD	60% of lot has 30% slope, rest 20%
15	182 08 022	13820 Page Mill Rd	D	4.3	0 to 1	B	SFD	50% of lot has 30% slope, rest 25%
16	182 08 020	13822 Page Mill Rd	D	3.6	0 to 1	E	SFD	landslide deposit at southwest corner of lot
17	175 55 049	12889 Viscanio Pl	D	17.04	1	I	SFD	Fremont Hills Country Club
18	182 02 014	-	D	4.3	1 to 2	A	SFD	-

Appendix F-1- Vacant and Underutilized Site Inventory

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Subdivision Units	Development Constraints	Existing Use	Constraint Comments
19	182 02 016	28011 Elena Rd	V	41.2	4 to 6	B	-	Over 50% of lot is steeper than 30%
20	182 24 012	2600 Altamont Rd	D	44.5	1	G	Convent	Daughters of Charity-Senior Housing
21	182 03 038	13115 Maple Leaf Ct	V	10.7	2 to 3	E	-	Monta Vista Fault, mudslides, slopes, and gorge
22	182 09 001	13466 N. Fork Ln	D	7	1 to 2	A	SFD	-
23	182 09 044	13480 N. Fork Ln	D	9.8	2 to 3	A	SFD	-
24	182 10 034	13124 Byrd Ln	D	3	0 to 1	A	SFD	-
25	182 10 006	27501 Elena Rd	D	4.8	0 to 1	A	SFD	-
26	182 18 029	13400 Country Way	D	3.1	0 to 1	A	SFD	-
27	182 18 030	13430 Country Way	D	3.4	0 to 1	A	SFD	-
28	182 18 049	28525 Matadero Creek Ln	D	3.4	0 to 1	B	SFD	Average slope of lot >30%
29	182 18 050	28520 Matadero Creek Ln	D	3.5	0 to 1	B	SFD	Average slope of lot >30%
30	182 52 003	28120 Story Hill Ln	D	5.6	0 to 1	B	SFD	Average slope of lot is 40-45%
31	182 52 002	28130 Story Hill Ln	D	6.1	0 to 1	B	SFD	45% of lot has 60% slope, rest >25% slope
32	182 18 053	28505 Matadero Creek	D	3.8	0 to 1	A	SFD	-
33	182 18 54	28500 Matadero Creek Ln	D	4.4	0 to 1	A	SFD	-
34	182 18 044	28555 Matadero Creek Ln	D	5.2	0 to 1	A	SFD	-
35	182 18 043	28560 Matadero Creek Ln	D	4	0 to 1	A	SFD	-
36	182 10 057	28030 Natoma Rd	D	18.1	1 to 3	E	SFD	Land slides areas, Monta Vista Fault
37	182 11 029	12400 Melody Ln	D	3.7	0 to 1	A	SFD	-

Appendix F-1- Vacant and Underutilized Site Inventory

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Subdivision Units	Development Constraints	Existing Use	Constraint Comments
38	182 11 084	27861 Natoma Rd	D	3	1	F	SFD	Long and narrow lot
39	182 12 078	27860 Black Mountian Rd	D	3.2	0 to 1	A	SFD	-
40	182 42 011	27600 Via Cerro Gordo	D	3.4	0 to 1	A	SFD	-
41	182 42 042	12606 Page Mill Rd	D	3.3	0 to 1	A	SFD	-
42	182 52 017	28140 Story Hill Ln	D	6.5	1	B	SFD	65% of lot has 23.5% slope, rest 35.7%
43	182 27 001	12345 Page Mill Rd	D	10	1 to 2	B	SFD	Lot has an average slope of about 77%
44	182 26 046	12320 Page Mill Rd	D	3.04	0 to 1	A	SFD	-
45	182 26 045	27927 Briones Way	D	3.2	1	B-F	SFD	50% near 100% slope, rest 10%: Odd shape
46	182 30 027	27361 Moody Rd	D	1.13	1	A	SFD	-
47	182 26 001	27241 Altamont Rd	D	6.6	2 to 3	A	SFD	-
48	182 20 012	27270 Natoma Rd	D	8	2	A	SFD	Lands of Homa--Subdivided-2 Lots Pending
49	182 20 051	12833 La Vida Real	D	4.84	2	A	SFD	-
50	182 20 052	12821 La Vida Real	D	6.1	1	C	SFD	Purissima Creek Conservation Area
51	182 20 060	27500 La Vida Real	D	5.5	1	C	SFD	Purissima Creek Conservation Area
52	182 05 041	26437 Elena Rd	D	3.3	1	F	SFD	Steep and oddly shaped
53	182 05 038	26201 Elena Rd	V	6.7	2	B	-	Lot has an average slope of 25%

Appendix F-1- Vacant and Underutilized Site Inventory

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Subdivision Units	Development Constraints	Existing Use	Constraint Comments
54	182 13 031	26541 Taffee Rd	D	3.3	0 to 1	H	SFD	-
55	182 14 003	26498 Taffee Rd	V	4.9	0 to 1	B	-	50% of lot has >30% slope
56	182 14 030	26580 Taffee Rd	D	38.4	6 to 8	B	SFD	30% of lot has >30% slope
57	182 14 034	26790 Taffee Rd	D	5.6	0 to 1	B	SFD	Lot has an average slope fo 15.5%
58	182 29 043	27650 Central Drive	D	15.7	2 to 3	B, H	SFD	80% of lot has >35% slope, rest 16%
59	182 29 016	27800 Central Drive	D	5	0 to 1	B, F, H	SFD	80% of lot has >32% slope; two opposing slopes
60	182 29 063	-	V	9.8	2 to 3	B, F, H	-	Lot has an average slope of 39%:two opposing slopes
61	182 29 060	11641 Buena Vista Dr	D	10.2	1 to 2	B, H	SFD	Lot has an average slope of 32.2%
62	182 28 016	27961 Central Drive	D	3	0 to 1	B, F, H	SFD	Average slope of lot is 11.5%: odd slopes
63	182 28 006	11990 Page Mill Rd	D	3.2	2	H	SFD	Lands of Brockway-2 Lot Subdivision Pending
64	182 29 022	27490 Sherlock Rd	V	5.1	1	F, H	-	Property is oddly shaped: hole in center
65	182 30 044	27461 Sherlock Ct	D	4.4	0 to 1	B, H	SFD	70% of lot has 46.4% slope, rest is 31.03%
66	182 29 036	27168 Moody Ct	V	3.2	1	F, H	-	Oddly shaped and with steep slopes over 1/2 of lot
67	182 29 020	27150 Moody Ct	D	3.4	0 to 1	H	SFD	-
68	182 30 027	27271 Mood Rd	D	3.3	1	B, H	SFD	Average slope of lot is 35.29%
69	182 30 023	27161 Moody Rd	D	3	1	B, H	SFD	Uniform steep slope 50%

Appendix F-1- Vacant and Underutilized Site Inventory

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Subdivision Units	Development Constraints	Existing Use	Constraint Comments
70	182 30 014	27260 Sherlock Rd	D	3.2	1	B, H	SFD	60% of lot has 30% slope, rest 18%
71	182 30 015	27070 Sherlock Rd	D	3.6	0 to 1	B, H	SFD	Average slope of lot is 32.5%
72	182 30 004	26950 Moody Ct	D	4.5	0 to 1	B, H	SFD	Average slope of lot is 57%
73	182 48 036	27431 Deer Springs Way	D	3.5	0 to 1	B, H	SFD	Uniform steep slope 50%
74	182 23 023	27369 Chaparral Way	D	3.3	0 to 1	H	SFD	-
75	182 25 004	26045 Moody Rd	D	4.4	0 to 1	B, H	SFD	45% of lot has 27% slope, rest 15%
76	182 23 039	26420 Eshner Ct	V	3.3	1 to 2	B, H	-	Average slope of lot is 10%
77	182 23 031	26285 Altamont Rd	D	12.9	0 to 2	C, H	SFD	Open space conservation easement north of lot
78	182 23 032	-	V	9.6	0 to 2	B	-	65% of lot has 18.5% slope, rest 12%
79	182 16 048	12500 Corbetta Ln	D	4.7	0 to 1	G	SFD	Creek & oddly shaped
80	182 15 020	25750 Elena Rd	D	21.5	0 to 4	H	Orchard	Packard Foundation
81	182 16 050	25810 Vinedo Lane	D	4.1	0 to 1	H	SFD	-
82	182 25 014	26030 Altamont Rd	D	8	0 to 1	B, H	SFD	85% of lot has > 35% slope, rest 5%
83	182 25 019	26041 Moody Rd	D	9.6	1 to 2	B, H	SFD	70% of lot has >50% slope, rest 23%
84	182 25 012	26747 Tanglewood Ln	D	3.9	0 to 1	B, H	SFD	Average slope of lot ranges from 35-50%
85	182 25 013	26789 Tanglewood Ln	D	4.2	0 to 1	B, H	SFD	Average slope of lot ranges from 33-50%

Appendix F-1- Vacant and Underutilized Site Inventory

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Subdivision Units	Development Constraints	Existing Use	Constraint Comments
86	182 25 010	26750 Tanglewood Ln	D	3.1	1	B, H	SFD	80% of lot has >38% slope, rest 10%
87	182 24 002	26100 Moody Rd	D	6.1	0 to 1	B, H	SFD	80% of lot has >40% slope, rest 20%
88	351 37 012	26220 Moody Rd	D	44.4	1 to 3	B, H	SFD	Adobe Creek, 90% of lot>60% slope
89	351 03 018	11888 Francemont Rd	D	21.3	1 to 2	B, H	SFD	Ave. slope =55%; odd shape lot
90	351 03 016	11800 Francemont Rd	D	3.2	0 to 1	F, H	SFD	Adobe Creek
91	336 31 019	12001 Rhus Ridge Rd	D	5.3	0 to 1	B, H	SFD	60% lot has 63% slope; rest is 16%
92	336 32 084	25400 La Loma Dr	D	4.5	1	H	SFD	-
93	336 32 083	25398 La Loma Dr	D	3.1	0 to 1	H	SFD	-
94	336 27 003	24840 Prospect Ave	D	17.1	2 to 3	B, H	SFD	50% of lot > 38% slope; 2 summits
95	336 27 012	12012 Emerald Hill Ln	D	3	1	B, H	SFD	Ave. slope =38%
96	336 27 005	24680 Prospect Ave	D	3.8	0-1	B, H	SFD	Ave. slope =23%
97	336 25 022	24008 Oak Park Cir	V	3.8	1	B, H	-	Ave. slope =23%
98	336 34 018	28120 Laura Ct	V	3.9	1	B, H	-	Ave. slope =26%
99	336 26 030	12260 Kate Dr	D	9.6	0 to 2	H	SFD	-
100	336 25 025	24020 Oak Knoll Cir	D	3.5	1	B, H	SFD	90% of lot =38% slope; 10% is 25%
101	336 40 026	24301 Elise Ct	D	3	0 to 1	F, H	SFD	Ravine runs through lot

Appendix F-1- Vacant and Underutilized Site Inventory

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Subdivision Units	Development Constraints	Existing Use	Constraint Comments
102	336 42 018	11627 Dawson Dr	D	5.7	0 to 1	H	SFD	-
103	336 41 001	11481 Magdalena Rd	D	6	0 to 1	B, H	SFD	80% of lot has >40% slope, rest 10%
104	336 37 010	-	V	3.5	0 to 1	B, H	-	Steep slopes
105	336 37 011	23219 Ravensbury Ave	D	3.1	0 to 1	H	SFD	-
106	336 42 021	-	V	12.5	2 to 3	D	-	-
107	336 25 045	12131 Oak Park Ct	V	3.2	1 to 2	H	-	-
108	336 28 003	12355 Stonebrook Dr	D	3.8	0 to 1	H	SFD	-
109	336 20 033	24500 Voorhees Dr	D	3	0 to 1	H	SFD	-
110	175 39 018	25295 Cantata Way	V	4.4	1 to 2	F, H	-	Odd shape lot
111	175 37 011	13190 Burke Rd	D	3.1	0 to 1	F, H	SFD	Odd shape and slope
112	175 37 038	12800 Sunset Drive W	D	4.3	0 to 1	B, H	SFD	60% of lot has slope of 36%, rest 22%
113	182 18 035	28600 Matadero Creek	D	3	0 to 1	F	SFD	Oddly shaped, Matadero Creek
114	175 27 039	12995 Sunset Drive W	D	3	1	B, H	SFD	Ave. slope=37%; Steep slope in center of lot
115	175 37 033	12940 Atherton Ct	D	3.3	0 to 1	B, F, H	SFD	Odd shape and slope; creek runs through lot
116	175 48 055	12870 Robleda Rd	D	4.5	0 to 1	B, H	SFD	55% of lot has 26.4%; creek runs through lot
117	175 46 002	13171 S Alta Lane	D	3.3	0 to 1	B, H	SFD	50% of lot has 27% slope

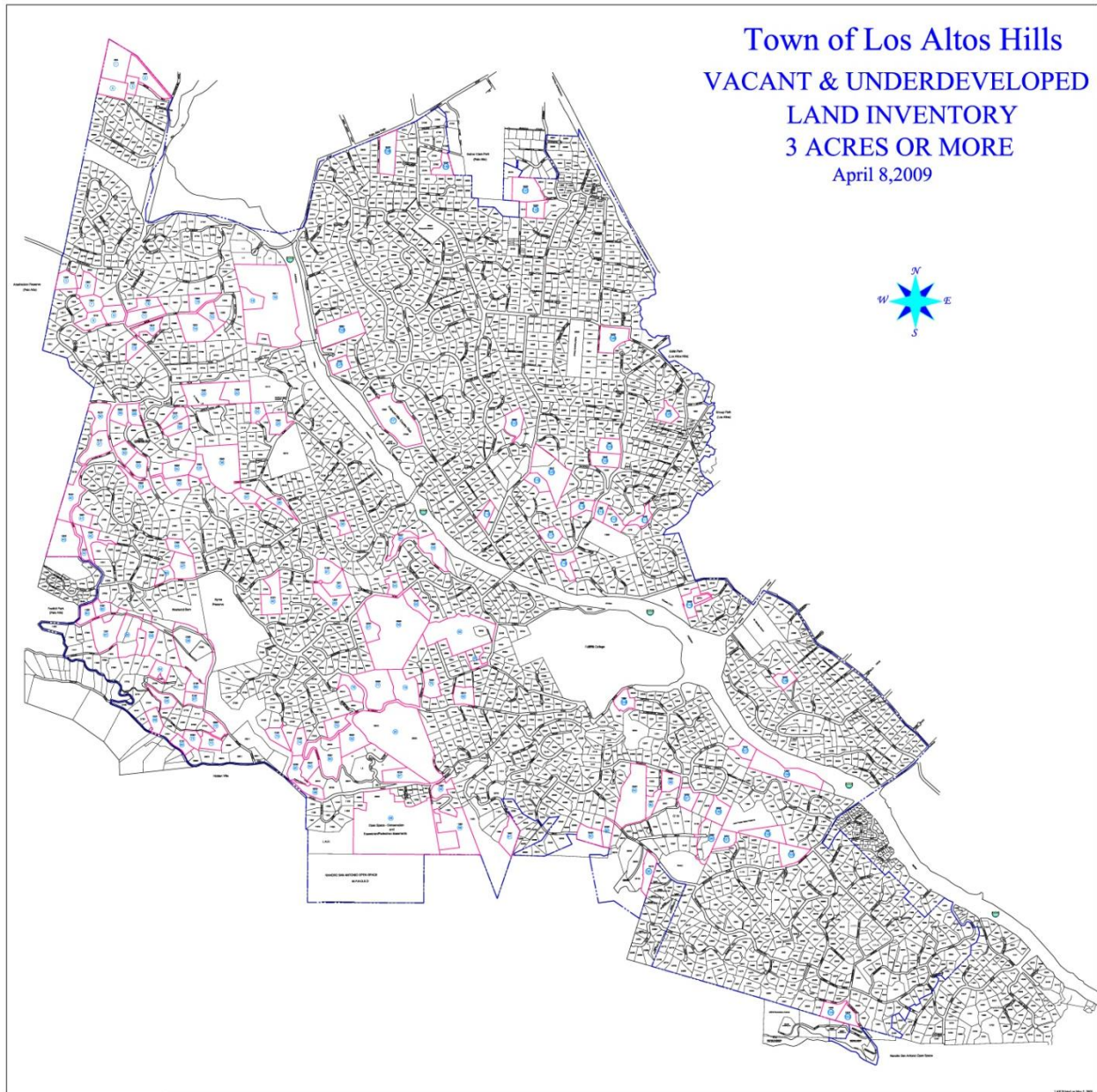
Appendix F-1- Vacant and Underutilized Site Inventory

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Subdivision Units	Development Constraints	Existing Use	Constraint Comments
118	175 47 003	26481 Purissima Rd	D	3.1	0 to 1	A	SFD	-
119	175 46 014	13310 La Paloma Rd	D	3.6	0 to 1	B	SFD	30% of lot has 37% slope, rest is under 30%
120	175 36 032	13310 La Paloma Rd	D	11.5	2 to 3	A	SFD	Evershine, already has 27,000 sq. ft. building on site
121	182 19 054	27800 Edgerton Rd	D	3.5	0 to 1	F	SFD	Oddly shaped, Matadero Creek
122	175 45 066	25855 Westwind Way	D	4.8	1 to 2	A	SFD	-
123	175 36 042	13445 Robleda Rd	D	5	0 to 1	H	SFD	-
124	175 36 036	13441 Robleda Rd	D	3.6	0 to 1	H	SFD	-
125	175 25 020	13850 Templeton Pl	D	3.1	0 to 1	H	SFD	-
126	182 15 020	25750 Elena Rd	D	7.9	0 to 2	H	SFD	-
127	175 43 011	27575 Purissima Rd	D	3.3	0 to 1	F	SFD	Gulch, w/creek
128	175 43 035	27641 Purissima Rd	D	12	3 to 4	F	SFD	Gulch, w/creek
129	175 32 001	26790 Arastradero Rd	D	9.2	3	G	SFD	Beth-Am Synagogue
130	175 32 059	27060 Old Trace Rd	D	3.2	0 to 1	A	SFD	-
131	175 03 047	26026 Scarff Way	D	10.5	3 to 4	A	SFD	-
132	175 21 102	26228 Scarff Way	D	3.5	0 to 1	H	SFD	-
	Potential Units Available	-	-	-	84 to 168	-	-	-

General Plan and Zoning Designation: All properties have a General Plan and Zoning Designation of R-A (Residential Agricultural)

Key to Development Constraints	
A.	No known significant constraints.
B.	Steep topography.
C.	Existence of easements restricting development (scenic, drainage, access, etc.).
D.	Parcel recently subdivided or subdivision pending.
E.	Geological (landslides, fault zones, etc.).
F.	Irregular lot size and shape and/or unusual property features (creeks, tree cover, etc.)
G.	Religious institution.
H.	Limited sewer capacity-Los Altos sewer basin
I.	Other

Appendix F-2- Vacant and Underutilized Parcel Map



APPENDIX G
RESIDENTIAL CONSTRUCTION 2002-2008

Type of Building Permit Issued	2002	2003	2004	2005	2006	2007	2008	2009
New Single-Family Residence	17	24	14	25	12	22	15	27
Second Dwelling Unit	6	11	6	5	6	2	8	11

APPENDIX H-1
ESTIMATED FEES FOR HOUSING CONSTRUCTION IN 2009

Item	Cost for Single Family Home (4 bedroom, 5,000 sq. ft house with 400 sq. ft garage)	Cost for Second Unit (1,000 sq. ft)
Building Permit	\$ 10,580	\$ 2,116
Schools Fees	\$ 14,850 (\$2.97 per sq. ft., Set by Palo Alto or Los Altos School Districts)	\$ 2,970
Planning Fees (Fast Track or Planning Commission)	\$ 4,625	\$ 885
Pathway In-Lieu Fee (Varies- \$42 per linear ft. based on average width of lot)	\$ 7,500 (Estimate based on 1 acre parcel with average lot width of 150')	N/A
Energy Fee	\$ 1,500 (15% of building permit fee for habitable portion of the structure)	\$ 317
Sewer Connection	\$ 7,950 + (depending on number of fixtures)	\$ 7,950 + (depending on number of fixtures)
Planned Drainage Facilities:	\$ 4,050 (varies, \$0.90 per sq. ft. of impervious surface)	\$ 810 (varies, \$0.90 per sq. ft. of impervious surface)
Housing Fee (not for 2 nd units)	\$1,150.00	N/A
Total:	\$ 44,255 (estimate)	\$15,048 (estimate)

As a means of assessing the cost that fees contribute to development in Los Altos Hills, the Town has calculated the total Planning, Building, Public Works and Non-Town Agency Fees associated with development of two different residential prototypes. The fee for the first prototype is based on construction of a four bedroom, 5,000 sq. ft. house with 400 sq.ft. garage. The second prototype consists of a 1,000 sq. ft. Second Unit project. For both prototypes, fees include building permits, Building and Planning Department plan check fees, sewer and drainage fees, school impact fees, and energy fees. Single-family residences also pay a housing fee, which has been waived for second units since 2004, and a pathway in-lieu fee. In total, development fees for a single-family home average \$44,000, representing less than two percent of current home prices in the community. While fees on second units are approximately one-third of that for a single-family home, they could potentially serve as a disincentive for a homeowner to add a second unit. As the sewer connection and building permit fees represent the highest fees charged on second units, a program has been added to the Housing Element to develop criteria for reducing or waiving these two fees as a means of better facilitating second units.